



Chairperson Lunt, School Board Members and Superintendent Maguire.

I'm Kim Riesgraf, Assistant Superintendent of Administration serving as the project manager for our grade span change.

Tonight is the 8<sup>th</sup> school board update on grade configuration.

During this report, I will review work completed since the update I gave a few weeks ago, right before the fall break.

## Priority Result

Beginning the 2015-16 school year, the grade spans for the school district will be:

- elementary PreK/K-5,
- middle school grades 6-8, and
- high school grades 9-12.

## Month in Review

- ✓ Division of Leadership, Teaching and Learning Staffing Guidelines
- ✓ Logistics team to manage procurement and moving of physical equipment and materials

Planning for New Grade Spans Board Update

12/9/2014

The work on staffing guidelines is nearing completion. Right before fall break, I met with Education Minnesota Osseo's teacher executive team to gather their feedback on considerations for staffing given the change in our grade spans. This feedback was used in addition to feedback from the steering committee and learning leaders to make changes to current staffing guidelines. Now we are gathering feedback on the draft 2015-16 guidelines. The DLTN Directors provided feedback yesterday and a feedback meeting is scheduled for later this month with principals and assistant principals. We are on target to complete the staffing guidelines well before staffing allocations need to be delivered to sites in February.

As project manager, I convened a logistics team in September. This month the team met to outline operational considerations for transition planning. The work of the logistics team will include planning for summer moves, inventory of current materials, standardization of classroom furniture and equipment, procurement and delivery of furniture, equipment and materials, and managing the staging for teacher moves within and between buildings.

Two members of the team, Anne Ramsey, purchasing coordinator and BJ Irmiter K-12 Operations coordinator are working with information from ATS&R interior planners to assess furniture and equipment needs for the new and repurposed spaces. They will work with the site staff and warehouse staff to assess needs and compare those needs to current inventory. Our objective will be to establish the new furniture and equipment needs and place the order for a July 2015 delivery.

# Middle Level Design

- Identify core and exploratory courses
- Prepare 2015-16 registration materials
- Define advisory curriculum

Nov & Dec 2014

Planning for New Grade Spans Board Update

12/9/2014

The middle level design team met yesterday to continue the work to determine exploratory courses for the middle school. Exploratory or elective courses are in addition to the 4 core subjects and include courses, such as, physical education, art and music.

Once the exploratory and elective courses are determined, the 2015-16 registration materials will be prepared and work will begin on defining the advisory curriculum.

# High School Programming

- Gr. 6-12 course scope and sequence
- Daily schedules
- Registration materials

Nov & Dec 2014

Planning for New Grade Spans Board Update

12/9/2014

The HS programming team has not met since the last school board update. As you recall from that report the team confirmed the next steps for completion of registration materials and the registration materials are now being completed and provided to each of the high schools.

Park Center Senior High is continuing to explore the possibility of implementing a 7-period schedule to accommodate the IB MYP program requirements using compensatory revenue as the funding source. The work with staff resulted in a modification to the proposed schedule shared with the school board at the November work session. The schedule is a 7 period modified block schedule. This schedule is similar to the 6 period modified block schedule currently being used at Maple Grove Senior High. The 7 period modified block schedule is preferred by staff because it eliminates the rotating schedule block.

# High School Facilities

- Kick-off preconstruction meetings at each high school to prepare for construction of additions and interior alterations

Nov & Dec 2014

Planning for New Grade Spans Board Update

12/9/2014

Dale Carlstrom, the project team manager, is providing weekly construction updates by e-mail to high school site leaders and has scheduled weekly construction meetings at each high school as well.

This week's update provided details regarding the preconstruction meetings that were held at each high school to kick-off the construction work from Bid Package 2. Representatives from the general contractor, ATS&R, site, and district administration discussed the mobilization process and expectations for workers while on school district property. The contractors, CM Construction and Maertens-Brenny anticipate that they will have permits in hand by December 10.

The general contractors will be setting up their work areas and preparing the worksite to begin work shortly after building permits are received. We will be scheduling some of the more intensive work during the winter and spring breaks and insure that building users are well informed about planned construction activities.

At PCSH the early work will focus on the addition. Administration will continue to work on plans to reconfigure the food service serving area and the kitchen space.

At MGSB the contractor requested an early start on the construction process which will result in gym 3 be taken out of use earlier than expected. Facilities scheduling is working with community and site organizations who have scheduled events to move the activities.

At OSH the first work will be on the North East addition. This will affect one interior room. Workers will use the exterior access to the space to limit disturbances to school operations.

# Human Resource Staffing

Convened labor management committee and agreed to framework for teacher transfer

Nov & Dec 2014

Planning for New Grade Spans Board Update

12/9/2014

Last month a labor management committee met to discuss a transfer process for licensed specialists, including; elementary physical education teachers, elementary music teacher, gifted education teachers, psychologists, social workers, occupational therapists and speech/language pathologists. Labor and management gathered input and a subgroup met and agreed to an outline for the transfer of licensed teacher specialists.

# Stay informed

[ISD 279 - Osseo Area Schools - Home](#)

The screenshot shows the Osseo Area Schools website. At the top, there is a navigation bar with links for Home, About Us, Teaching+Learning, Schools, Students+Families, Services+Departments, and Community Ed. Below the navigation bar is a main content area. On the left, there is a sidebar menu with links for Annual Report, Corrections & Clarifications, District Profile, Grade Span Changes, Points, Grade Span Changes, School Board, School Locator/Maps, and Strategic Plan. The main content area features a news article titled "BOARD REVIEWS FACILITIES PLANNING FOR NEW GRADE SPANS" updated on September 17, 2014. The article text states: "In a September 9 work session, school and members reviewed the facilities and landing plans for work to be done at the district's three comprehensive high schools as part of the planning for new grade spans that will begin in the 2015-2016 school year. Board members heard about three key components of the work: • the facilities plan, which includes building additions and repurposing/remodeling space to accommodate the addition of 9th graders (approximately 500 students) in each building under the new grade spans;". To the right of the article is a sidebar with language options for Español and Hmoob, and a promotional graphic for a "KINDERGARTEN INFORMATION FAIR" on Saturday, October 11, 2014, from 10:30 am to 2:30 pm. Below the graphic is a logo that says "Helping Kathryn Regel Achieve".

Planning for New Grade Spans Board Update

12/9/2014

Lastly, a good place to stay informed about the planning for new grade spans is on our school district website.

The website has home page links to the project overview, project management documents and previous updates.