



Chairperson Henke and School Board Members

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

During this report, I will review the work completed since the last update I gave on April 28th.

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.

Planning for New Grade Spans Board Update

5/19/2015

As I do each month, I sent all staff an update on the planning for new grade spans on May 13. The Steering Committee met earlier today and provided input for the implementation phase of the project.

Middle Level Design

- Recommended middle level report card
- Recommended practices for middle school conferences
- Completing work on advisory curriculum

May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

The middle level design team had its last meeting for this school year on May 11. At the meeting the team finalized the recommendations for the middle level report card and parent/teacher conferences. There are no changes being recommended to the current secondary report card. The team recommended using a variety of tools, including school conferences, to increase communication with students and families about student progress throughout the learning process. Some of the tools mentioned included Schoology, School View, webpages and team e-newsletters. These recommendations were shared with the steering committee today and will be shared with cabinet later this week.

The middle level design team plans to resume meeting in late August or early September. The focus will be on reviewing the middle school implementation and planning for the 2016-17 school year.

Julie Halverson, career and technical education coordinator, is continuing the work on the middle level and 9th grade advisory curriculum. She will be meeting with secondary principals this Thursday to brief them on the progress of the work group. A standards-based framework is being used for the advisory curriculum, and Julie will be working with counselors to complete the middle level advisory lessons this spring and early summer.

High School Programming

- Completed work for this school year
- Reconvene in August



May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

The work of the high school programming project team has been completed for this school year. The team met in April to recommend work that will begin in August as part of planning for the 2016-17 school year.

High School Facilities

- Weekly construction meetings at each high school
- Construction timelines are on time
- Projecting substantial completion of construction by July 31, 2015.

May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

Construction continues to be on time and within budget at all three high schools.

At Maple Grove Senior High, the structural steel for permanent bleachers has arrived and the roofing on the gym extension is complete. There is a plan to empty both the north gym and the main gym so that the floor installation can begin this spring. The exterior work has been completed on the classroom addition.

At Osseo Senior High, the City of Osseo is doing major road, curb, gutter and utility work this spring and summer. The city engineer attended the Osseo construction meeting to coordinate the work. The windows for the classroom additions are expected to arrive this week.

At Park Center the focus of the work is on the three-story addition so that it can be completed by the end of this month. During the summer months the focus will be on the interior renovations. The work on the kitchen remodel is scheduled to start on May 27.

We are projecting substantial completion of construction at all three high schools by July 31, 2015.

Human Resource Staffing

- ESPs transfer process began April 29
- Communication sent to teachers on second round voluntary transfer
- Probationary teachers and external candidates can now apply for positions
- Planning assessment of teacher transfer process

May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

The Education Support Professional transfer process began on April 29.

The Voluntary Teacher Transfer Process is complete. We are now at the point where positions are posted for external applicants. Positions will be posted throughout the summer months.

The Human Resources staffing team is planning to collaborate with EM-O to evaluate the teacher transfer process by completing an assessment of each component to determine what components might be continued into the future.

Logistics

- Site logistics contacts are coordinating moves at sites
- Implementing detailed plan for moving curriculum, materials and equipment

May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

The Logistics Project Team continues to meet every 2 weeks to monitor and respond to logistical questions and concerns as they arise. The site logistics contacts have continued to receive information to support the packing and moving of curriculum and staff.

Building staff have received specific instructions for the transfer of 6th and 9th grade curriculum materials to new buildings. This includes a specific plan for large and heavy textbooks.

The summer rotating cleaning schedule has been revised to exclude high school buildings. High school teams will manage summer cleaning independently, with possible casual part-time help.

A plan is in place to attach legs on more than 900 classroom tables.

Technology

- Completing course changes
- Preparing to promote students to new grade levels
- Supporting middle school clustering assignments

May, June, July 2015

Planning for New Grade Spans Board Update

5/19/2015

The technology team is completing the work of adding, changing and deleting courses for next year.

Information Systems is preparing for the annual “promotion” of students to the next grade level.

The team is supporting middle school clustering assignments by providing the cards that are used for homeroom teacher assignments for the following school year.

The team is also updating required databases and reports.

Other changes and updates are in the queue, but can’t be done until school is out for the year.

iPad collection will begin late this week at some schools. Other schools will collect student iPads closer to the end of the school year.

Most of the rest of the database/reporting updates will need to be made once the school year is completed and after students are promoted to their new grades and schools.

Stay informed



Planning for New Grade Spans Board Update

5/18/2015

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 planning updates.