

## School Board Meeting - Education Committee - Working Session

Duluth Public Schools, ISD 709

Agenda

Monday, January 13, 2020

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

### **1. Informational Items - These items are provided for informational purposes only and no action is required.**

#### A. Assistant Superintendent's Report 4

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Assistant Superintendent Jeff Horton will share current information regarding implementation of district initiatives and school operations.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

#### B. Curriculum and Instruction Report 5

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Director of Curriculum and Instruction Gail Netland Froyd will share current information regarding the status of the work of the curriculum and instruction department.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

#### C. Companies to Classrooms Presentation 6

Companies to Classrooms Board Chair Mary Streufert and Store Manager Carolyn Schroeder will share a program and partnership update.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

#### D. Grant Applications

##### 1) 2020 Target Field Trip Grant Application

Amy Hatton-Walters, Lowell Elementary Nueva Visión Spanish Immersion Kindergarten Teacher, has submitted for and received a 2020 Target Field Trip Grant in the amount of \$700. Funds will cover the cost of a field trip in May 2020 for the Spanish Immersion Kindergarten students to the Boulder Lake

Environmental Center, including the cost of the bus, books, snacks, sunscreen, and bug spray.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Minnesota Department of Natural Resources "No Child Left Indoors" Grant Application

In partnership with the Jeffers Foundation, Nathan Glockle, Stowe Elementary Principal, has submitted a grant application to the Minnesota Department of Natural Resources in the amount of \$50,000. The Jeffers Foundation previously provided a grant to Stowe Elementary School to build their community garden. If awarded, funds will be used for environmental education, to expand what Stowe is currently doing with recess clubs and after school programming to include Native American philosophy about care for the earth and application to students' everyday lives. We would hope to bring in community experts to work with staff and students while we learn together and build a geographical partnership with our local Ojibway community.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Essentia Health Community Contributions Grant Application

Jim Erickson, Laura MacArthur Elementary Principal, has submitted a grant application to Essentia Health in the amount of \$20,000. If awarded, funds will be used to support a Lü Interactive Playground system at Laura MacArthur Elementary. The Lü system transforms traditional school environments into immersive and interactive spaces using a vast catalog of purposeful activities and world-class audiovisual equipment and engages students in learning through physical fitness activities. Laura MacArthur has a great gym space for this system, but lacks the funds in installing the technology.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

## 2. Action Items

### A. Policies

1) REVISED Policy 1035 - Relationship with the Media (Renumbered to Policy 908)

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Administration is recommending the revision of Policy 1035 - Relationship with the Media and renumbering to the 900 Series: School/Community Relations. Attached is Policy 908 - Relationship with the Media for the first reading.

Recommendation: It is recommended that the Duluth School Board approve Policy 908 - Relationship with the Media for the first reading.

**B. Resolutions****1) Resolution E-1-20-3708 - Acceptance of Grant Awards to Duluth Public Schools** 9

Attached is Resolution E-1-20-3708 - Acceptance of Grant Awards to Duluth Public Schools, to accept and approve grant awards from the following organizations:

Target Field Trips - Scholarship America

Recommendation: It is recommended that the Duluth School Board accept and approve Resolution E-1-20-3708 - Acceptance of Grant Awards to Duluth Public Schools.

**C. Diploma Requests** 11

The following students have met all graduation requirements for the Duluth Public Schools and should be awarded a Diploma:

Bahbahmisaybinaysikway May - December 18, 2019

Paul Joseph Schraufnagel - December 20, 2019

Andrew Jay Lundgren - December 20, 2019

Clifford Carl Lagarde - January 10, 2020

Devon J. H. Shepard - January 16, 2020

Recommendation: It is recommended that the Duluth School Board accept and approve the above Diploma requests

**3. Future Items**

**Policy Updates**

**Immersion Transition**

**Early Childhood Update**

**3D Coaching Presentation**

# Assistant Superintendent Monthly Report

January 2019

## Purpose

The purpose of this report is to provide regular updates to the Education Committee

## Primary Strategies

- Safe and Welcoming Schools

## Minnesota Department of Human Rights

- Updates

## Diversification of ISD 709 Staff

- Pathways2Teaching

## Labor Management

- Technology Quality Leadership Team
- Academic Excellence Online Quality Leadership Team

## Additional Highlights

- Deaf, Deafblind, Hard of Hearing Mental Health Services
- 504 Process

# Director of Curriculum and Instruction Monthly Report

January 2020

## Purpose

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning.

## Updates

### Course Catalog and Registration

- Course catalogs printed and sent to sites
- Course catalogs now available on website
- Communication going out through district and schools

### Curriculum

- Inventory being conducted on current materials

### Immersion

- Family information night Thursday, January 9th
- MSBA Conference presentation Friday, January 17th
- Planning meetings scheduled



215 N. 1<sup>st</sup> Ave. E., Duluth, MN 55802 (218) 336-8700 Ext. 1180  
 c2cduluth@gmail.com companiestoclassroomsduluth.org

**COMPANIES TO**  
**classrooms**  
 DULUTH  
*Simple Concept, Profound Results*

- We are a nonprofit 501(c)3 free store for teachers.
- Our mission is to enhance education by providing free repurposed and new materials.
- School supplies, furniture and monetary donations are accepted from local businesses and individuals.
- Area teachers from Pre-K - 12<sup>th</sup> grade are eligible to shop once a month for 15 items free of charge. For example, one item might be two dozen pencils, one ream of paper, 8 glue sticks, etc.
- We serve 14 school districts (public, private, parochial, charter): Barnum, Carlton, Cloquet, Culver, Duluth, Esko, Hermantown, Northwestern Wisconsin, Proctor, Solon Springs, Superior, Two Harbors, Willow River, Wrenshall.
- The 2019-2020 school year marks our 8th year in business.
- We are located in the lower level of the HOCHS building (Historic Old Central High School) in downtown Duluth.
- If you are interested in donating to area teachers, desire a tour of our store, or would like us to present a program to a local business or club, please contact us at the above phone number or e-mail.
- **Thank you for your interest in supporting area teachers and students!**  
**Please spread the word!**

# Companies to Classrooms-Duluth

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## Need

Binder clips (metal, variety of sizes)  
Bookends  
**\*Bookcases**  
Books (toddler board books + student fiction, non-fiction)  
Bulletin board borders, decorations  
Bulletin boards (any size)  
Calculators (only hand-held solar & in good working order)  
**\*Cardstock (white & all colors)**  
**\*Chairs (office type with wheels in good condition)**  
**\*Clipboards**  
Colored pencils  
Craft sticks – jumbo size or Popsicle size  
**\*Dry erase markers, erasers, cleaner**  
Educational games/toys  
Envelopes (plain white, long #10)  
Erasers  
File cabinets (2-drawer only & in good shape)  
File folders (new, regular-size)  
**Filler paper (both wide-rule and college-rule)**  
**\*Financial donations (tax deductible!)**  
Folders – 2-pocket (no printing on front please)  
Glue – Elmer’s washable liquid  
**\*Glue sticks - Washable**  
Graph paper  
**\*Hanging files (regular size)**  
**\*Index cards (3x5, both lined and unlined)**  
**\*Markers (Crayola washable, broad line)**  
**\*Paint (Crayola watercolor 8-paint colors sets)**  
**\*Paper (all kinds & sizes–esp. large thick easel paper)**  
Paper punches (single)  
Pencil boxes, pencil bags  
Pocket charts  
**\*Poster board**  
**\*Printer paper - reams**  
Puzzles (only wooden ones with all pieces or gently used large floor puzzles)  
Rubber bands (assorted sizes)  
Scissors (children’s Fiskars, blunt or pointed; also adult scissors)  
**Spiral notebooks (college rule and wide rule)**  
Staplers & staples  
Stickers  
**\*Tables (small and medium sizes)**  
**\*Tape (Scotch tape, masking, clear packing)**  
Tape dispensers  
Teacher curriculum books (©2000 or newer)  
Tennis balls (used or new ones for chair and table legs so floors don’t get scratched & classrooms are quieter)

**\*White boards (any size)**

**\*White Out or Liquid Paper**

Yarn (thick, rug yarn type)

## Don’t Need

Adult books (fiction & non-fiction)  
Board games (adult games and ones that aren’t educational)  
3-ring binders (have plenty)  
Book covers  
Calendar pictures  
Cassette tapes, CDs, DVDs, VHS tapes  
Computers, keyboards, monitors, printers, printer cartridges, speakers, cords  
Crayons (have plenty)  
Electronics of any sort  
Envelopes with windows or printing on the front  
File cabinets larger than 2-drawer  
Greeting cards  
Holiday decorations  
Household items (fabric, mugs, vases, plastic flowers, etc.)  
Ink cartridges  
Legal size folders, accordion files, hanging files  
Overhead projectors  
Pens and pencils (have plenty)  
Posters (have plenty)  
Puppets (due to possible bug issues, we can’t accept these)  
Puzzles (boxes with cardboard pieces)  
Stacking trays for files/paper (have plenty)  
Stampers/stamp pads  
Staple removers (have plenty)  
Storage containers for magazines/periodicals  
Stuffed animals (see puppets above)  
Textbooks  
Tote bags, lunch boxes, knapsacks



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(218) 336-8700 ext. 1180

[companiestoclassroomsduluth.org](http://companiestoclassroomsduluth.org)

\* Especially appreciated.

1-08-20

## **1035 908 RELATIONSHIP WITH THE MEDIA**

Maintaining the necessary liaison with press, radio, and television shall be the responsibility of the Superintendent, who shall designate members of his/her staff to assist him/her in carrying out this public relations function. In the case of an individual school's relationship with the media, the principal is responsible and may also designate members of his/her staff to assist.

It is recognized that the various media, through their news and public services departments, are not obligated by law or precedent to obtain the approval of the School Board or the administration for the stories or programs they initiate. The Superintendent and his/her staff will, however, offer cooperation in the production of such stories and programs, and will, within reason, provide information and assistance whenever requested by the media.

Newspersons may not enter classrooms in session or in any way create a distraction or interfere with school routine without the permission of the principal. Publicity or news of classes or other school situations involving students who are identified as ~~disadvantaged, retarded, or handicapped~~ **students receiving interventions, at-risk, or receiving services through special education** require that the principal or other school staff members inform the newspaper that the permission of the students' parents must be obtained before photographs or interviews may be published or broadcast.

Adopted: 06-09-1970 ISD 709

Revised: 06-20-1995 ISD 709

**First Reading: 1-21-2020**

**RESOLUTION**

**Acceptance of Grant Awards to Duluth Public Schools**

WHEREAS, Minnesota Statute 465.03 requires a school district to accept grants by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the grant in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described grant from said organization in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to this organization.

Organization	Author/Contact	Project Title	Award Amount	Terms
Target Field Trips - Scholarship America	Amy Hatton-Walters	Kindergarten Boulder Lake	\$700	Funds will be used toward a field trip in May 2020 for Lowell Elementary School Spanish Immersion Kindergarten students to the Boulder Lake Environmental Center.

December 6, 2019

ID# 2020-4867

Dear Amy Walters:

Congratulations! Based on information in your application, you have been selected as a tentative recipient of a 2020 Target Field Trip Grant in the amount of \$700.

To receive the grant, please complete the enclosed verification/publicity release form and return it to Scholarship America as soon as possible. **The completed and signed form must be received by deadline date: January 7, 2020.** Email is recommended, or you may also mail or fax your form.

Provided the Verification/Publicity Release form is completed and received on time, you will receive the grant check in late January. The check will be made payable to your school and mailed to your school address. If we do not receive your verification by the deadline date, your grant payment will be delayed.

If you have any questions, email [targetfieldtripgrants@scholarshipamerica.org](mailto:targetfieldtripgrants@scholarshipamerica.org) or call 866-243-4644.

Sincerely,



Sara Buechmann  
Program Manager  
Scholarship America

Enclosure

December 17, 2019

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
<b>Bahbahmisaybinaysikway May</b>	<b>Duluth Public Schools</b>	<b>12/18/2019</b>

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

December 19, 2019

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Paul Joseph Schraufnagel	Duluth Public Schools	12/20/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

December 19, 2019

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
<b>Andrew Jay Lundgren</b>	<b>Duluth Public Schools</b>	<b>12/20/2019</b>

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

January 9, 2020

Jeff Horton, Assistant Superintendent  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Clifford Carl Lagarde	Duluth Public Schools	1/10/2020

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

## Merritt Creek Academy

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4000 W 9th St, Duluth, MN 55807

Phone: (218)625-2690 ~ Fax: (218) 336-8959

January 7th, 2020

William Gronseth  
Ind. School District 709  
215 N. 1st Ave. E  
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

<u>Name of Graduate</u>	<u>School</u>	<u>Graduation Date</u>
Devon J. H. Shepard	Merritt Creek Academy	January 16th, 2020

Thank you

Jacob Hintsala  
Principal