



Excellence. For each and every student.

BOARD OF EDUCATION

Working Meeting - Tuesday, September 26, 2023 - 4:00 PM
Creekside
16000 41st Ave N.
Plymouth, MN 55446

Minutes of Work Session Meeting

A Work Session Meeting of the Board of Education of Wayzata Public Schools was held Tuesday, September 26, 2023, beginning at 4:00 PM in the Creekside 16000 41st Ave N. Plymouth, MN 55446.

1. ROLL CALL/CALL TO ORDER

A. Community Ed

- 1. Partners in Prevention (15 minutes)

B. Human Resource Services Reports

- 1. Calendar Survey Presentation (15 minutes)

2

C. Teaching and Learning Reports

- 1. Middle School Schedule Presentation (45 minutes)

24

D. Superintendent's Reports

E. Finance and Operation Reports

- 1. 2024-25 Open Enrollment Recommendation (15 minutes)

2. ADJOURN



Academic Calendar Survey

September 26, 2023

Stacie Vos, Executive Director of Human Resources
Stacey Lackner, Director of Research and Evaluation

Academic Calendar Survey

It is very important to Wayzata Public Schools to get the input from our community and staff on how the calendar can best meet their needs. This past spring, we implemented an Academic Calendar Survey to help guide our planning process for the 2024-2025 school year.

Parents and staff were asked to share their thoughts on how satisfied they were with various aspects of the 2022-23 and 2023-24 calendars.

Some of the topics included:

- Timing of the first and last days of school
- School breaks and parent teacher conferences
- Holidays observed by the district

Project Overview

Email invitations with unique survey links were sent to families of all students in grades K-12+ and all district staff.

A Spanish translation of the parent survey was created. The link to the Spanish version was provided in the email invitation message to parents.

The parent survey was open from May 17 - June 11, with reminder emails on May 24 and 31. The staff survey was open from May 22 - June 11, with reminder emails on May 31 and June 5.

The results of the survey do not reflect random sampling, so they should not be generalized to all WPS parents and staff. The results reflect the perceptions and opinions of the survey participants.

Participation

Responding Group	Number of Invitations Delivered (NMax)	Number of Responses (N)	Response Rate	Total Responses
Parents/Guardians	12,673	2,305	18%	2,305
Staff Members	1,721	741	43%	741



Demographics

Parents

Grade Level of Students*

- Elementary 64%, Middle School 37%, High School 34%

Race/Ethnicity of Respondent*

- White 76%, Asian, 22%, Black/African American 4%, Hispanic/Latino 4%, Native American/Alaska Native 1%, Native Hawaiian/Pacific Islander 1%

*Respondents could choose multiple options

Compared to the population demographics of our staff and parents, the makeup of respondents was slightly skewed toward white parents with students at the elementary level. For staff they were skewed toward teachers at the elementary level.

Staff

Primary Role in the District

- Teacher 67%, Paraprofessionals 14%, Unaffiliated 5%, the remaining 14% (Admin Pros, Wayzata Kids, Preschool, Wayzata Cafés, Custodian, Principal)

Primary Work Location

- Elementary Schools 45%, High School 23%, Middle Schools 18%, the remaining 12% (Early Learning School, Wayzata Transition, District Offices)

Calendars

This information was provided at the beginning of the questions about each calendar.

2022-2023 DISTRICT CALENDAR

SEPTEMBER 2022				
M	T	W	Th	F
	1	2		
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER 2022				
M	T	W	Th	F
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

NOVEMBER 2022				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

DECEMBER 2022				
M	T	W	Th	F
				1
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JANUARY 2023				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

FEBRUARY 2023				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
19	20	21	22	23
27	28			

MARCH 2023				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

APRIL 2023				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY 2023				
M	T	W	Th	F
	1	2	3	4
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JUNE 2023				
M	T	W	Th	F
				1
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

KEY

- No School for Specific Grades / K-12 Early Release
- No School for K-12 Students
- First Day of School for Students
- Last Day of School for K-11 Students
- At-Home Flex Learning Day

District Offices Closed:

- July 4
- September 5
- November 24 & 25
- December 22, 26
- January 2, 16
- February 20
- May 29

APRIL

3-7 Spring Break - No School K-12
10 No School for K-5 Students

MAY

29 Memorial Day
No School for K-12 Students

JUNE

1 Last Day for Seniors
8 Last Day of School (K-11)

Find the full district and school event calendars at www.wayzataschools.org/calendar

2023-24 DISTRICT CALENDAR

SEPTEMBER 2023				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

OCTOBER 2023				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER 2023				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER 2023				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JANUARY 2024				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

FEBRUARY 2024				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

MARCH 2024				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

APRIL 2024				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

MAY 2024				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JUNE 2024				
M	T	W	Th	F
				1
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

KEY

- No School for Students
- First Day/List Day of School
- At-Home Flex Learning Day

Date = No School for Specific Grades
E = Early Learning School
K-12 = Kindergarten-Grade 12
T = Wayzata Transition

District Offices Closed:

- July 4
- September 4
- November 23 & 24
- December 22, 25
- January 1, 15
- February 19
- May 27

SEPTEMBER

5 First Day of School for E/K-12/T
25 E/K-12/T At-Home Flex Learning Day

OCTOBER

4 9-12 Parent-Teacher Evening Conferences
11 9-12 Parent-Teacher Evening Conferences
17 K-8 Parent-Teacher Evening Conferences
18 K-8 Parent-Teacher Daytime Conferences
18-20 No School for E/K-12/T Students

NOVEMBER

9 No School for E/K-5 Students
10 No School for E/K-12/T Students
22-24 Thanksgiving Holiday
No School for E/K-12/T Students

DECEMBER

13 9-12 Parent-Teacher Evening Conferences
22-29 Winter Break
No School for E/K-12/T Students

JANUARY 2024

1-2 No School for E/K-12/T Students
3 School Resumes
15 Martin Luther King Jr. Day
No School for E/K-12/T Students
25 No School for E/K-5 Students
26 No School for E/K-12/T Students

FEBRUARY

15 No School for E/K-5 Students
15 K-8 Parent-Teacher Evening Conferences
16 No School for E/K-12/T Students
16 K-8 Parent-Teacher Daytime Conferences
19 Presidents' Day
No School for E/K-12/T Students
28 9-12 Parent-Teacher Evening Conferences

MARCH

8 E/K-12/T At-Home Flex Learning Day
29 No School for E/K-12/T Students

APRIL

1-5 Spring Break
No School E/K-12/T Students
8 No School for E/K-5 Students

MAY

27 Memorial Day
No School for E/K-12/T Students
30 Last Day for Seniors

JUNE

6 Last Day of School for E/K-11/T Students

Find full calendars at wayzataschools.org/calendar

*Revised 12/16/22



2022-2023 Calendar Features/Definitions

(This information was also provided for the 2023-24 calendar with the dates for that year)

First Day: Sept 6

Last Day: June 8

At-Home Flex Learning Days: Jan 13 & Mar 10 - At-Home Flex Learning days are at-home learning days for students used to provide required professional learning time for WPS teachers. In the past, we could pull teachers out of the classroom and provide a substitute. However, due to substitute shortages and cost containment, we now use flex learning days. This allows students to expand on what they have learned and/or engage in extensions we may have not had time for in the classroom. Professional learning is essential to keep our teachers highly trained to provide the highest quality learning experiences for our students.

Fall Break: Oct 20 & 21 - Fall Break (MEA Break) consists of Thursday and Friday in mid-October. We currently schedule fall grade K-8 parent-teacher conferences on the Wednesday of that week.

Winter Break: Dec 21 - 30

Spring Break: Apr 3 - 7

2022-2023 Calendar Features/Definitions

(This information was also provided for the 2023-24 calendar with the dates for that year)

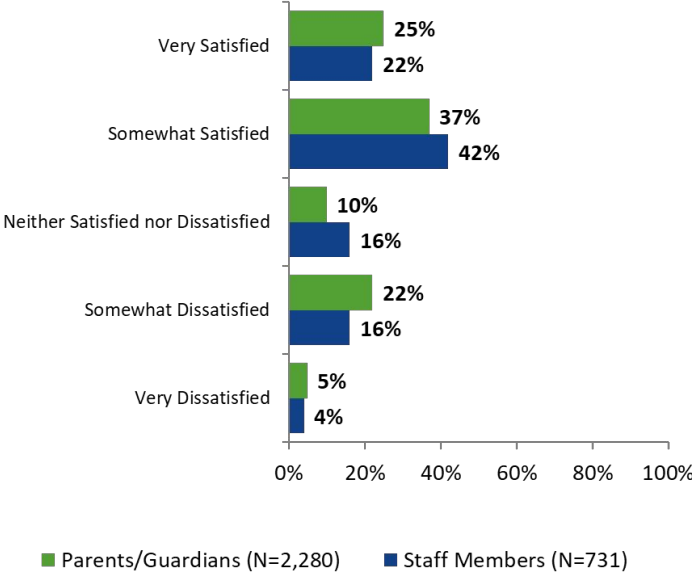
Observed Federal Holidays: July 4th, Labor Day (Sept 5), Thanksgiving (Nov 23 - 25), Christmas (Dec 23 & 26), New Years Day (Jan 2), Martin Luther King Jr. Day (Jan 16), Presidents' Day (Feb 20), Memorial Day (May 29)
(Note: At the time of the survey, Juneteenth was not a state-mandated holiday.)

Parent-Teacher Conferences: Semester 1 - Grades 9-12: Oct 6 & 12 Evenings, Grades K-8: Oct 18 Evening and Oct 19 Day, Semester 2 - Grades K-8: Feb 16 Evening and Feb 17 Day, Grades 9-12 Mar 2 Evening

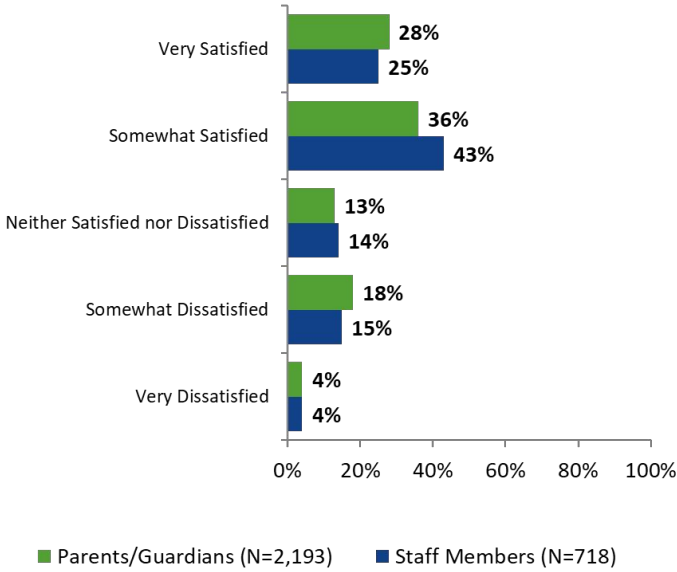
Elementary Planning Days: (Nov 4, Jan 17, Feb 16, Apr 10) - There are four K-5 planning days in which teachers are given time to plan. These days are part of the teacher contract.

Overall, how satisfied are you with...

...this year's calendar (2022-2023)?



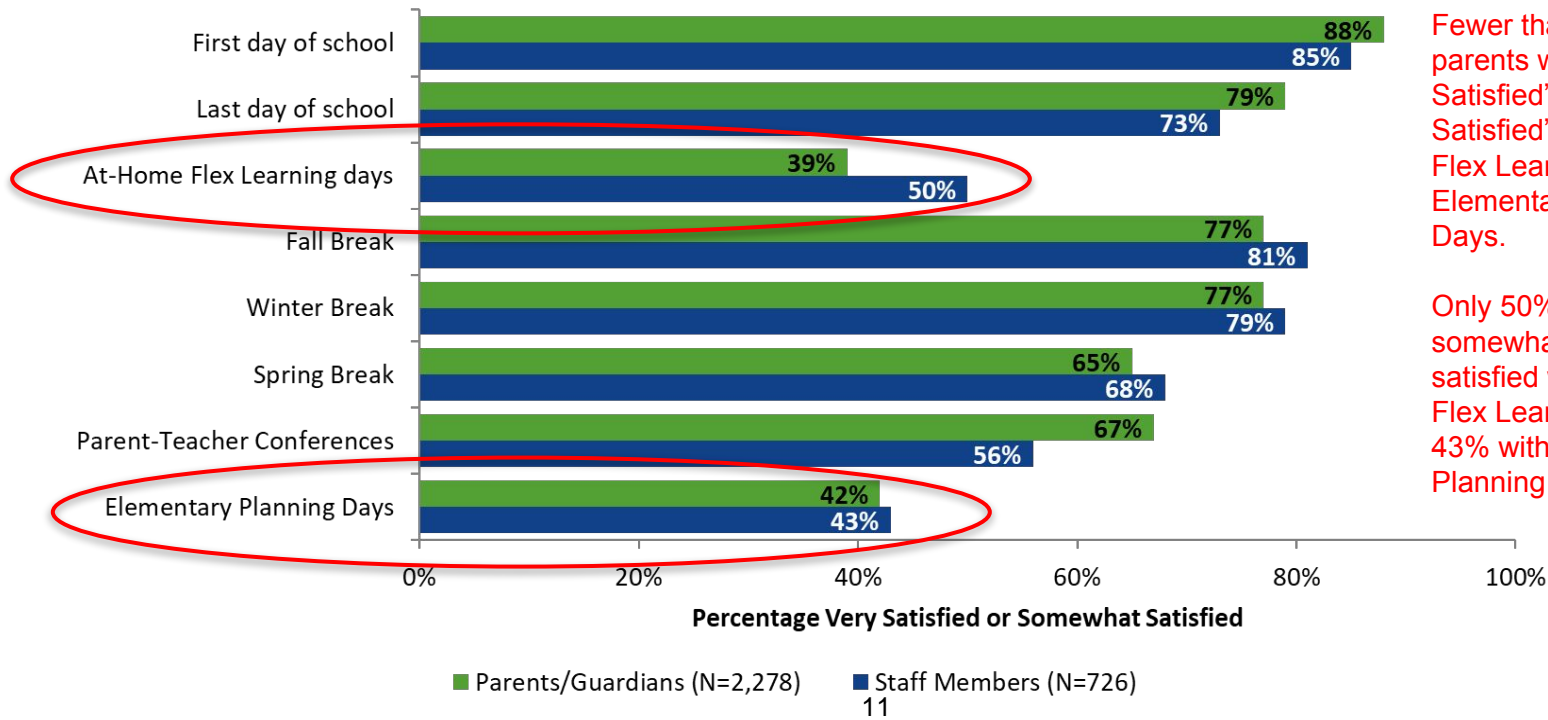
...next year's calendar (2023-2024)?



Overall, parents and staff were satisfied with our calendars.¹⁰



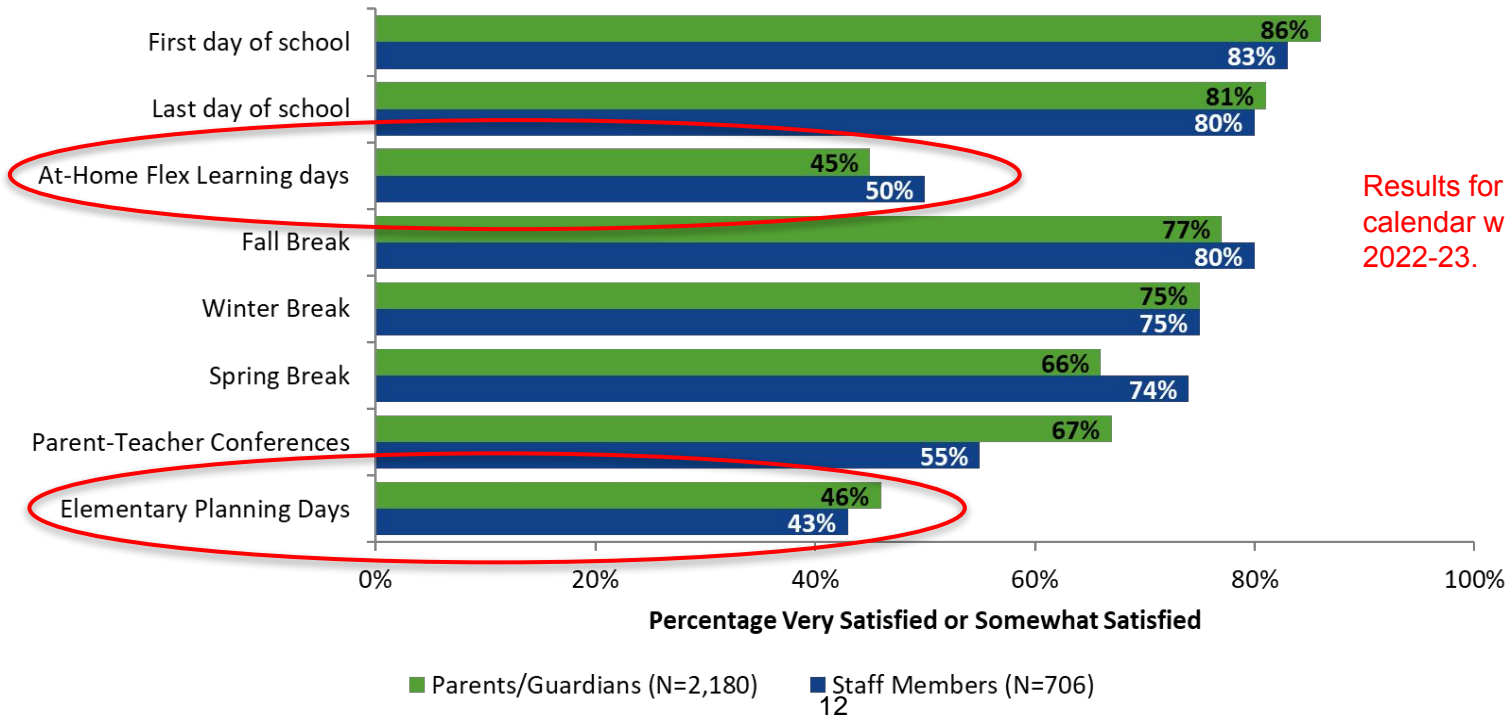
Please indicate how satisfied or dissatisfied you are with the specific aspects of this year's calendar (2022-2023) listed below.



Fewer than half of parents were "Somewhat Satisfied" or "Very Satisfied" with At-Home Flex Learning Days and Elementary Planning Days.

Only 50% of staff were somewhat or very satisfied with At-Home Flex Learning Days and 43% with Elementary Planning days.

Please indicate how satisfied or dissatisfied you are with the specific aspects of next year's calendar (2023-2024) listed below.



Results for the 2023-24 calendar were similar to 2022-23.

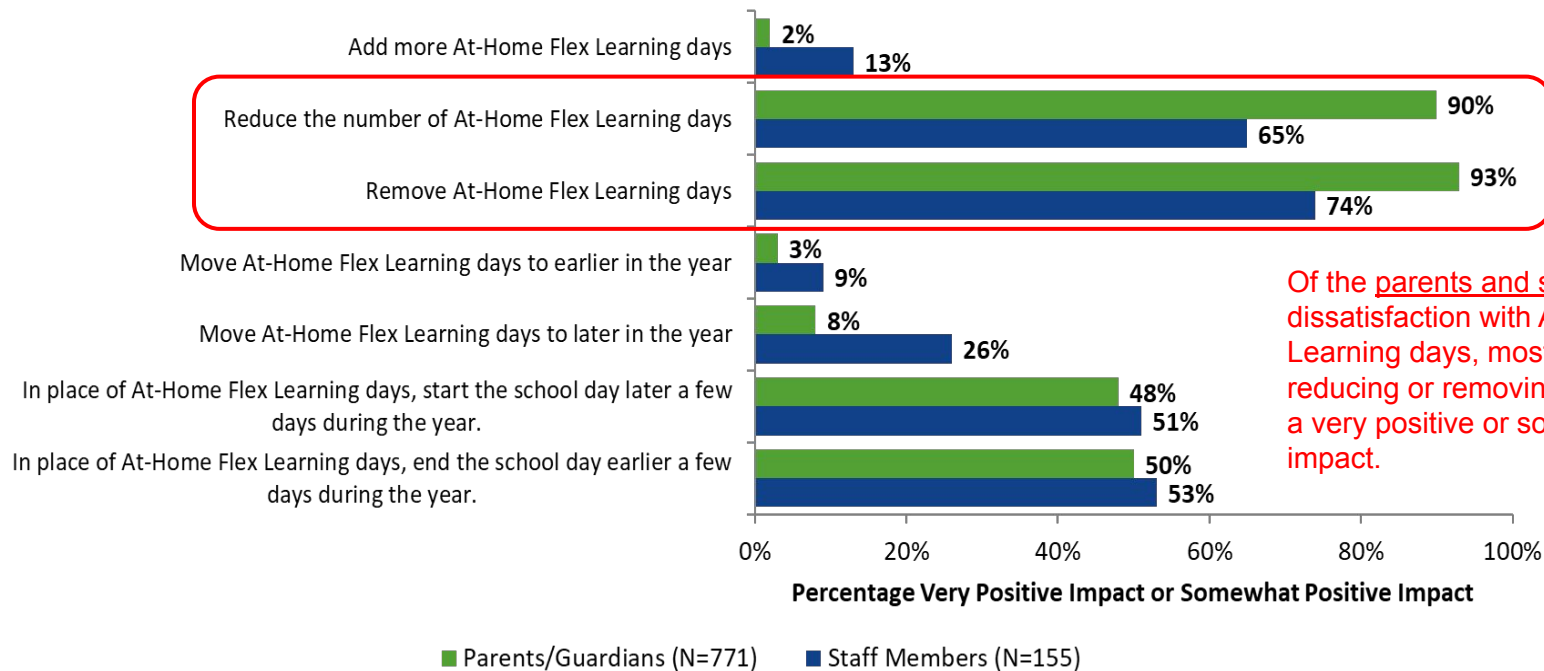
Digging Deeper

Respondents who indicated they were somewhat or very dissatisfied with any of the calendar aspects listed in the survey were asked follow up questions about what they would change.

We provided them a list of choices that only reflected things we could change.

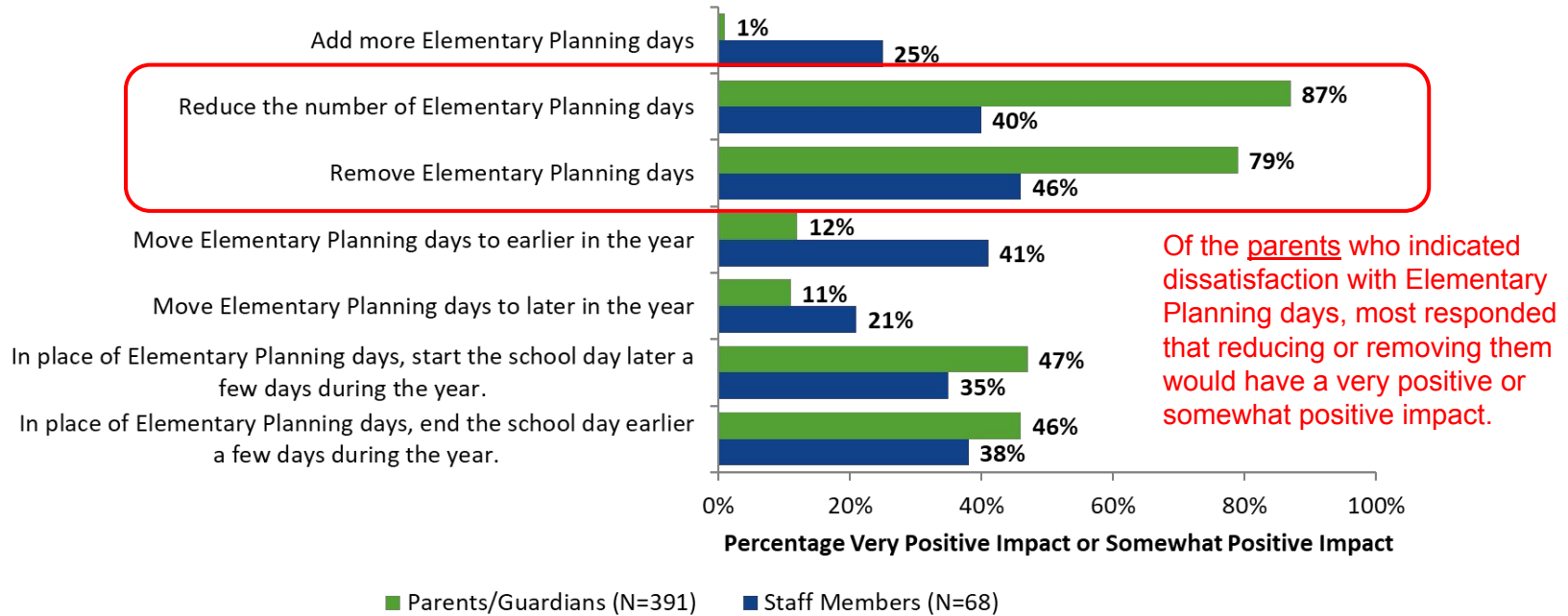
We focused on the calendar aspects where less than 50% of respondents indicated that they were “Very Satisfied” or “Somewhat Satisfied”

Please indicate the type of impact you feel each of these changes would have on At-Home Flex Learning days. *(Only those who indicated dissatisfaction answered this question.)*



Of the parents and staff who indicated dissatisfaction with At-Home Flex Learning days, most responded that reducing or removing them would have a very positive or somewhat positive impact.

Please indicate the type of impact you feel each of these changes would have on Elementary Planning days. (Only those who indicated dissatisfaction answered this question.)



Answer Options: Very Positive Impact, Somewhat Positive Impact, Neither Positive nor Negative Impact, Somewhat Negative Impact, Very Negative Impact
 Note: Only participants indicating dissatisfaction answered this question.



Implications

- At the September 11th School Board Meeting, we removed January 25, 2024 Elementary Planning Day. School will be in session on that day for all students E-12+.
- The calendar committee will be meeting starting this fall to develop the 2024-25 calendar.

Observed Holidays

17

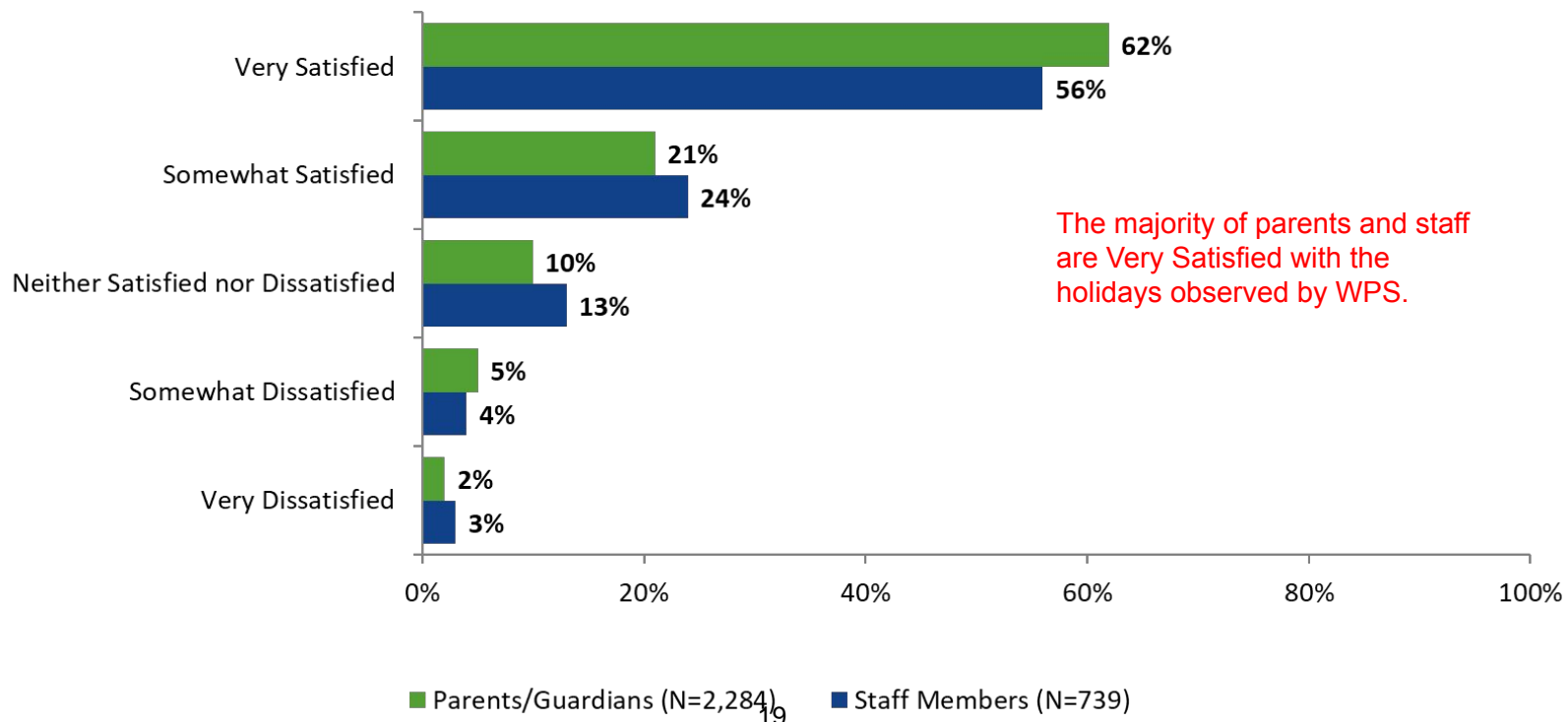
Observed Holidays

Each year, WPS observes the following federal holidays. Students do not have school and offices are closed on these days:

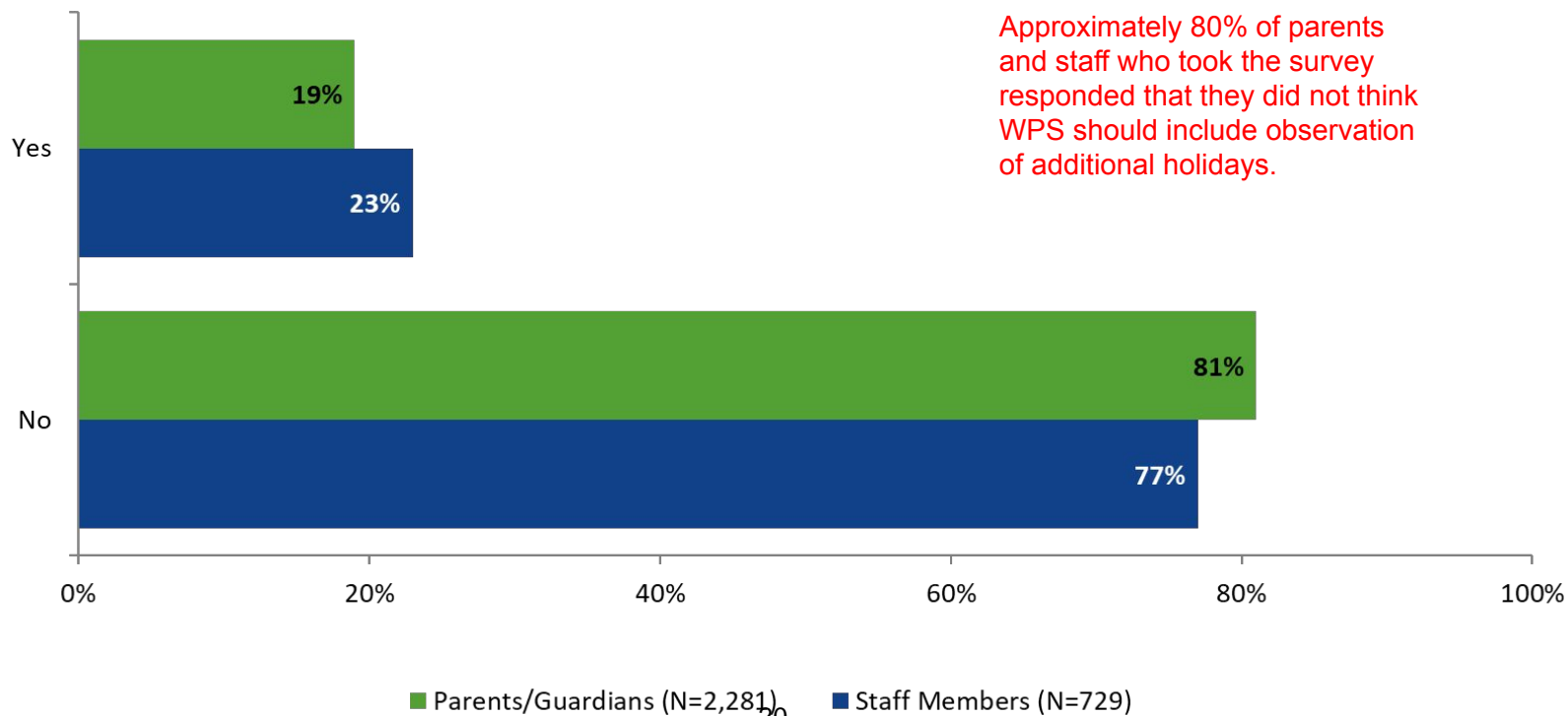
- July 4th
- Labor Day
- Thanksgiving
- Christmas
- New Years Day
- Martin Luther King Jr. Day
- Presidents' Day
- Memorial Day

Starting in June 2023, Juneteenth is now a state-mandated holiday, that will be add to all upcoming calendars.

How satisfied are you with the holidays observed by WPS?



Do you think WPS should include observation of additional holidays by closing for students and staff in future calendars?



Summary

- Overall parents and staff who responded to the survey were satisfied with the 2022-23 and 2023-24 academic calendars.
- At-Home Flex Learning Days and Elementary Planning Days were the two elements with the lowest percent of satisfaction on both calendars.
- Of the parents and staff who indicated dissatisfaction with these days, the most common response was to reduce or remove them from the calendar.
- At-Home Flex Learning Days are used to provide necessary Professional Development (PD) for our teachers. While we see the results of the survey, as a district we are still not sure when the best time is to do that PD.

Summary

- At this time the District does not plan to add any additional days off to observe religious holidays.
- At the September 11th board meeting, we added back to the student calendar the January 25, 2024 planning day.
- We will continue to look at the feedback from this survey as we develop the 2024-25 calendar this fall.

Thank you! Questions?



Middle School Schedule Review for the 2024-25 School Year: Implementation Phase

Schedule Implementation Plan

Replace our current middle school schedule with an eight period alternating block schedule

- All three middle schools providing daily advisory and MyTime in grades 6-8
- Schedule implemented beginning with the 2024-25 school year

Middle School Review Background

In Fall 2021, we began the Middle School Review. The purpose was to review current best practices, gain middle level alignment, and to envision the best middle school experience for our students.

- Nine focus areas from which we made our project teams: Course of Study, Advisory, Flexible Learning Time, Out of School Time Programming, Grading/Assessment, Professional Learning, Facilities & Learning Spaces, Scheduling and Student Supports
- Project teams met during the Spring/Summer of 2022
- Project teams included over 60 teachers from all three middle schools
- A wider sampling of staff, families and students provided input through various surveys
- On January 23, 2023 our Middle School Review Planning Team presented the recommendations from all 9 project teams to the School Board

The Schedule Aligns with the Middle School Review Team Recommendations

- Provide common time for collaboration (teaming)
- Offer a wider variety of exploratory or elective opportunities including intervention or acceleration
- Bring Arts curriculum and offerings into alignment with MDE Arts requirements
- Potential to offer at least one stand alone Health class to better meet state standards
- Protected time for tiered student supports
- Daily advisory for a minimum of 20 minutes and daily MyTime

Schedule Implementation Plan

Create a consistent experience for all students and teachers across all three middle schools

In addition, this new scheduling approach allows us to optimize our resources in alignment with the goals established for the middle school cost containment, while maintaining a high-quality educational experience

Aligns with the Calendar Committee Extended Day Proposal to extend the school day by 20 minutes

Benefits for Our Students

- More courses for students to choose - this improves student sense of belonging and connection
- More opportunities for students to receive extra support or enrichment
- Students continue to have a team of teachers collaborating for their success

Benefits for Our Students

- More opportunities for student voice and choice, with daily MyTime and more elective course offerings
- More closely aligns with the high school schedule to better prepare students for the transition

Benefits for Our Students

- More opportunity and flexibility for courses that support our specialized services in EL and Special Education
- More flexibility for multigrade level classes tailored to the unique skills and needs of students with individualized education plans
- Everyday classes in Math and Language Arts provide an opportunity for students who need specialized services to receive tier 1 classroom instruction along side specialized services rather than miss one for the other

Benefits for Our Teachers

- All teachers teach three out of four full-blocks or six out of eight half-blocks each day, with classes rotating on an A/B schedule.
- All teachers have 78-82 minutes of prep and PLC/team time each day.
- Full block class periods create an opportunity for:
 - More detailed lessons, labs or student collaborative groups.
 - A variety of activities and differentiated instruction to occur during a single class period.

Benefits for the District

- Allocates staffing resources more efficiently
- Makes it possible to meet the state's new Art requirements
- Aligns with our Strategic Roadmap
- Additional 20 minutes of instructional time would align elementary and secondary instructional minutes

Sample student schedule

		Semester 1		Semester 2	
		A Day	B Day	A Day	B Day
Advisory	20 minutes		20 minutes		
MyTime	30 minutes		30 minutes		
Period 1	Math	Language Arts (LA)	Math	Language Arts (LA)	
Period 2					
Period 3	World Language	Phys. Ed.	World Language	Phys. Ed.	
Lunch	30 minutes		30 minutes		
Period 4	Elective	Fine Arts/Music	Elective	Fine Arts/Music	
Period 5	Social Studies		Science		
Period 6					
Period 7	LA Half-Block	Math Half-Block	LA Half-Block	Math Half-Block	
Period 8	Health	FACS	Tech Ed.	Art	

Time details

Advisory	9:00 a.m.–9:20 a.m.	(20 min)
MyTime	9:23 a.m.–9:53 a.m.	(30 min)
Periods 1-2	9:57 a.m.–11:19 a.m.	(82 min)
Period 3	11:23 a.m.–12:02 p.m.	(39 min)
Lunch	12:05 p.m.–12:35 p.m.	(30 min)
Period 4	12:39 p.m.–1:18 p.m.	(39 min)
Periods 5-6	1:22 p.m.–2:44 p.m.	(82 min)
Period 7	2:48 p.m.–3:27 p.m.	(39 min)
Period 8	3:31 p.m.–4:10 p.m.	(39 min)

Student Instructional Time

CURRENT student instructional time (weekly minutes in the core courses of math and language arts)



Proposed student instructional time (weekly minutes in the core courses of math and language arts)



Sample full-time teacher schedule

Sample Core teacher schedule		
	A Day	B Day
Advisory	20 minutes	
MyTime	30 minutes	
Periods 1-2 (Full Block)	Teach Full-Block	Teach Full-Block
Period 3 (Split)	Teach Split-Block	Prep/Teaming
Lunch	30 minutes	
Period 4 (Split)	Teach Split-Block	Prep/Teaming
Periods 5-6 (Full Block)	Prep/Teaming	Teach Full-Block
Periods 7-8 (Full Block)	Teach Full-Block	Teach Full-Block

Sample Encore teacher schedule		
	A Day	B Day
Advisory	20 minutes	
MyTime	30 minutes	
Period 1 (Half-Block)	Teach Half-Block	Teach Half-Block
Period 2 (Half-Block)	Teach Half-Block	Prep/Teaming
Period 3 (Half-Block)	Teach Half-Block	Teach Half-Block
Lunch	30 minutes	
Period 4 (Half-Block)	Teach Half-Block	Teach Half-Block
Period 5 (Half-Block)	Prep/Teaming	Teach Half-Block
Period 6 (Half-Block)	Prep/Teaming	Teach Half-Block
Period 7 (Half-Block)	Teach Half-Block	Prep/Teaming
Period 8 (Half-Block)	Teach Half-Block	Teach Half-Block

Teacher Instructional Time

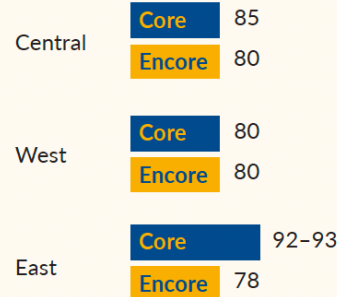
CURRENT instructional time (daily minutes)

Varies by school and grades.



CURRENT planning time (daily minutes)

Varies by school and grade.



** varies by grade

PROPOSED instructional time (daily minutes)

Same for all schools and grades



PROPOSED planning time (daily minutes)

Same for all schools and grades



Action Steps

Communication with
teachers, students,
and families

Professional
development
planning and
implementation

Design and
implementation of
new course proposal
process

Action Steps

Facility Planning

Staffing Planning

Refining the
schedule request
and design process

Proposed Timeline

- September 26: Present at School Board Work Session
- October/November 2023: Prepare and schedule communication to students, teachers and families
- November 2023: Design new course proposal process
- November-February: Design, implement, and communicate course selection process and new courses
- February/March: Staffing decisions and communication
- Immediate and ongoing pending approval: Design of professional development, communication updates, facility planning

Any Questions?

SPECIAL THANKS:

- The Middle School Review Teams
- Middle level leadership
- Student Support Services leadership
- WPS Communications Team
- Parents, Teachers, and Students who participated in surveys and collaboration

