

SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





March 11, 2019
6:00 PM

1. CALL TO ORDER SCHOOL BOARD WORK SESSION AND ROLL CALL - CHAIR BOWERMAN
2. PLEDGE OF ALLEGIANCE
3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS
 3. 1. March 3-9, 2019 ParaProfessional Week Recognition and Appreciation 4
4. CONSIDERATION OF AGENDA AS PRESENTED
5. DISCUSSION
 5. 1. Exclusive Purchasing - High School Athletics 5
Presenter: Athletic Director Matt Hanson & Temp. Assistant Superintendent Dave Orłowsky
Time: 15 minutes
 5. 2. School Safety Plan Development & Training 10
Presenter: Temp. Assistant Superintendent Dave Orłowsky
Time: 16 minutes
 5. 3. Assessment Dashboard 25
Presenter: Temp. Assistant Superintendent Dave Orłowsky & Temp. Data & Testing Supervisor Ford Rolfsrud
Time: 15 minutes
6. DISCUSSION AND POSSIBLE ACTION
7. ACTION
 7. 1. 2019-20 Calendar Adjustments 31
Recommended Action
Approve the adjustments to the 2019-20 School Calendar as presented.
Presenter: Superintendent Mike Redmond & SEA President Dale Anderson
Time: 5 minutes
 7. 2. Approval of Extended FieldTrips 34
Recommended Action
Approve the 2019 Optional Baseball Extended FieldTrip and the 2019 TLC Writers' Workshop Extended FieldTrip as presented.
Presenter: Temp. Assistant Superintendent Dave Orłowsky

Time: 5 minutes

8. OTHER

9. UPCOMING MEETINGS AND IMPORTANT DATES

44

March 11, 2019 5:00PM School Board Personnel Committee District Office Room 202

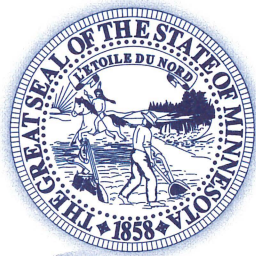
March 16, 2019 9:00AM School Board Spring Retreat District Office Board Room

March 25, 2019 5:00PM School Board Finance Committee District Office Room 202

March 25, 2019 6:00PM School Board Business Meeting District Office Board Room

March 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

10. ADJOURNMENT OF SCHOOL BOARD WORK SESSION



STATE of MINNESOTA

Proclamation

WHEREAS: Minnesota is home to more than 28,000 paraprofessionals who provide services in multiple settings within schools, including support for instruction, for student activities, and for individual students, as well as numerous other tasks that contribute to educational success; and

WHEREAS: The support and services provided by paraprofessionals are integral to student achievement, resulting in even better, more effective Minnesota schools; and

WHEREAS: The State of Minnesota and the Minnesota Department of Education are committed to excellence in education and recognize the important role that paraprofessionals play in ensuring educational success; and

WHEREAS: The Minnesota Department of Education will celebrate the contributions of paraprofessionals during Paraprofessional Recognition Week, which runs from March 3 through March 9, 2019.

NOW, THEREFORE, I, TIM WALZ, Governor of Minnesota, do hereby proclaim the week of March 3-9, 2019, as:

PARAPROFESSIONAL RECOGNITION WEEK

in the State of Minnesota.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the State Capitol this 27th day of February.

GOVERNOR

SECRETARY OF STATE



BSN/Universal
“All Sports Agreement”



Education

1. An “all sports agreement” is: using one vendor for all uniform, equipment and branding needs in the Shakopee Athletic office. This is a “head to toe” agreement with an exclusive vendor.
2. Shakopee has been approached by two vendors: BSN Sports and Universal Athletic.
3. 1st proposal was actually received in 2017 from Universal to John Janke.
 - a. Timing wasn’t right to bring to the board.
4. The local base for each vendor:
 - a. Universal Athletic is based in Edina
 - b. BSN Sports in based in Maple Grove
5. BSN has been our primary uniform vendor for the past few years.
6. Universal has been our primary equipment vendor.
7. Other neighboring schools currently in the “all sports agreements”
 - a. Edina, Minnetonka, Jordan, Apple Valley and St. Peter



Proposal - BSN Sports

1. Under Armour would be Shakopee's official product line
2. 5 year contract
3. \$130,000 in promotional and branding products
 - a. 1st year: \$20,000 promo and \$30,000 branding. Years 2-5: \$20,000 promo
4. Requires all teams to use BSN Sports
5. Teams **are** required to set up an online store via BSN's Sports website.
6. Ability to work with local vendors on silk screening and embroidery services.
7. Rebate options:
 - a. 3% rebate (\$50,000-\$99,999), 5% rebate (\$100,000-\$149,999) and 10% rebate (\$150,000 and above).



Proposal - Universal Athletic

1. Under Armour would be Shakopee's official product line
2. 5 year contract
3. \$130,000 in promotional, branding products and uniform transition money.
 - a. Year 1: \$15,000 promo. Years 2-5: \$10,000 promo
 - b. Transition money: Years 1-3: \$25,000 each year to get our teams into Under Armour swiftly.
4. Requires all teams to use Universal Athletic.
5. Teams **are not** required to use Universal Athletic for their online store needs.
6. Ability to work with local vendors on silk screening and embroidery services.
7. Rebate options:
 - a. 3% rebate (up to \$149,999), 5% rebate (\$150,000-\$249,999), 10% rebate (\$250,000 and above).
 - b. Additional non Under Armour order rebate: range from 3% - 7% (football is prime example).



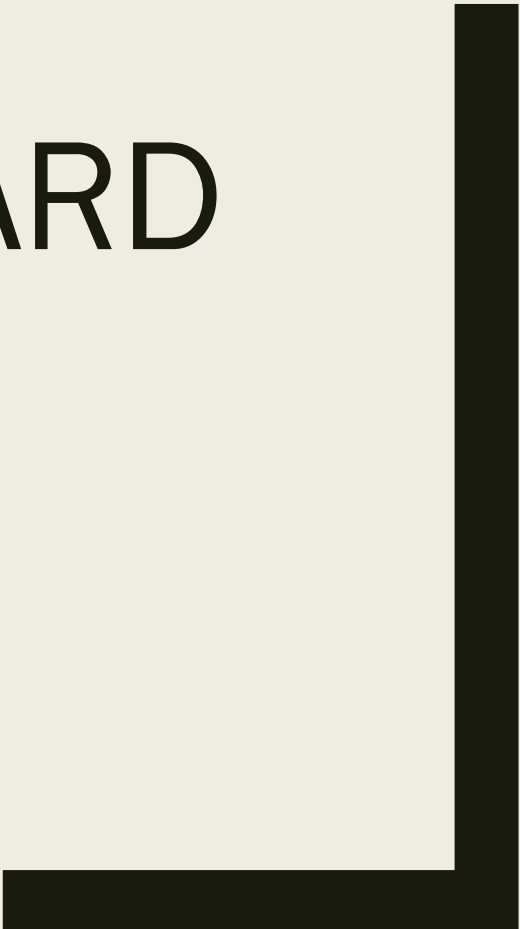
Recommendation

1. Positive step for the athletic department
2. Money is similar
3. BSN positives:
 - a. Money spent in online stores count towards school totals.
 - b. The rebates escalate quicker: 5% starting at \$100,000 in spending and 10% at \$150,000 in spending.
4. Universal Athletic positives:
 - a. Transition money over the first 3 years to get all Shakopee varsity teams into Under Armour uniforms.
 - b. Teams are not required to use Universal for online stores.
5. My recommendation:
 - a. BSN
 - i. Buying equipment and uniforms yearly (anyways)
 - ii. Allows us to continue to work with local vendors



SCHOOL BOARD MEETING

3-11-19



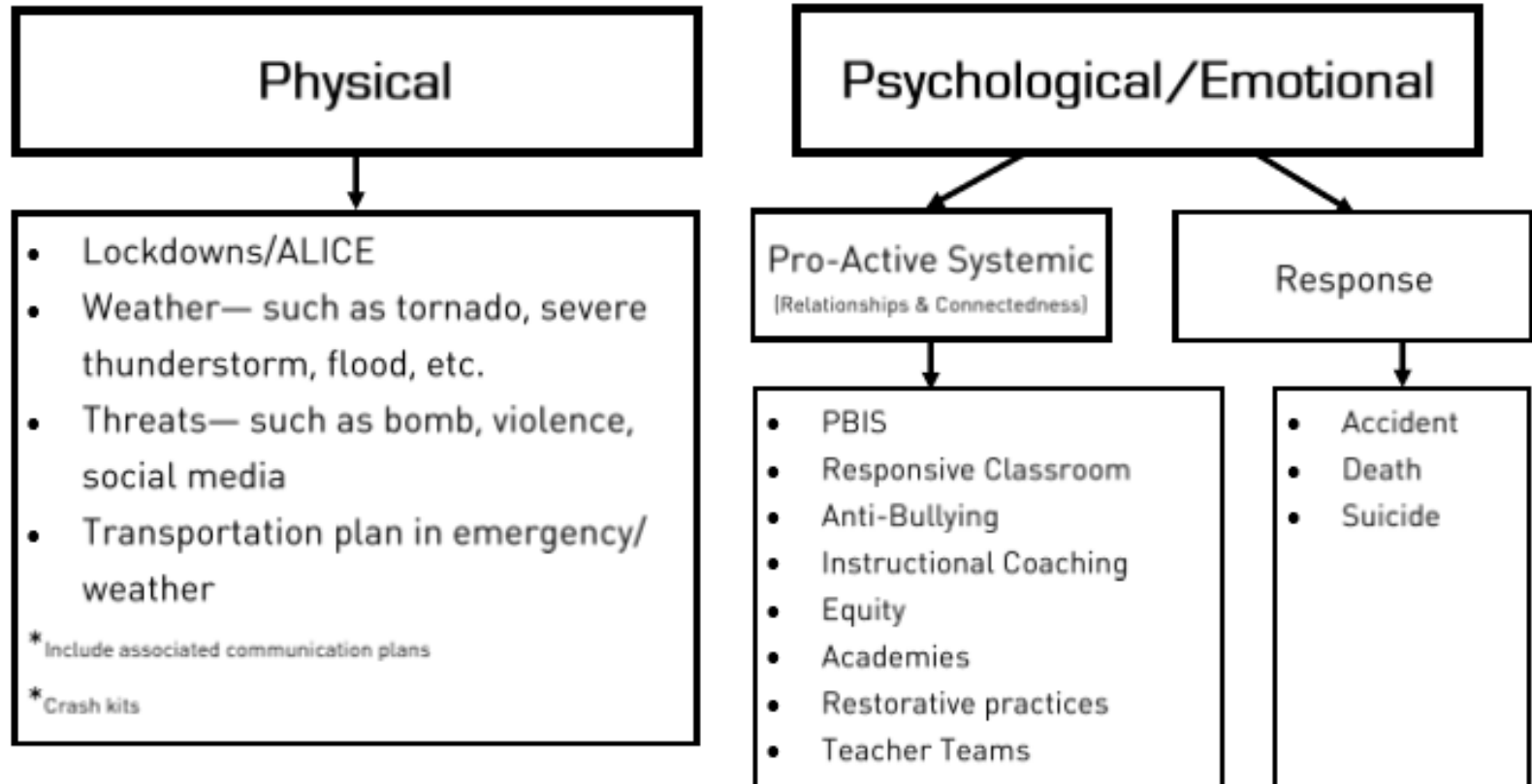
SCHOOL SAFETY & CRISIS RESPONSE: A GUIDE TO GETTING PREPARED

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University of Wisconsin – River Falls
School Psychology Program
January 2019

Shakopee Public Schools Safety/Crisis Plan



U.S. Department of Education: Five Missions of Crisis management

1. Prevention
2. Protection
3. Mitigation
4. Response
5. Recovery



(U.S. Department of Education, 2013)

PREPaRE Model

P	Prevent and prepare for psychological trauma
R	Reaffirm physical health and perceptions of security and safety
E	Evaluate psychological trauma risk
P a R	Provide interventions and Respond to psychological needs
E	Examine the effectiveness of crisis prevention and intervention

PREPaRE Training Objectives

Participants will:

1. Be introduced to the **five missions of emergency management** (comprehensive model)
2. Learn crisis **prevention methods** (i.e., how to balance physical and psychological safety in a school)
3. Be introduced to **crisis preparedness** through teams, plans, drills, and data
4. Learn how to **assess for student and staff needs** after a crisis event
5. Be introduced to **crisis intervention** types
6. Know where to look for **additional resources**

Why a Good Model of School Crisis Work is Necessary

- *The consequences of unaddressed crises can be very serious.*
 - *School absenteeism*
 - *Academic decline*
 - *Exacerbation of preexisting educational problems*
 - *Behavioral challenges*
 - *Long-term mental health challenges*

How to Prevent Crises

Physical and psychological safety are critical!

● Physical Safety

- *Focused on the physical structures of the school environment*

● Psychological Safety

- *Focused on the emotional and behavioral well-being of students and staff*

Psychological Safety: Social-Emotional Learning

- Proactive models intended to create a safer environment and foster academic success
- Promote resiliency and school connectedness
- Prevent problems such as substance abuse, violence, truancy, and bullying

Vulnerability Assessments

- Ongoing analysis of building safety, culture, and psychological environment
 - *needs assessment*
 - *threat assessment*
 - *risk analysis*
 - *safety and security audits*
 - *hazards assessment*
 - *facilities assessment*
- PREPaRE workshops provide specific forms/resources/training.

Analysis of Crisis Event Variables

Helps schools estimate overall level of response:

- *Minimal response*
 - Example?
- *Building-level response*
 - Example?
- *District-level response*
 - Example?
- *Regional-level response*
 - Example?

What is the preparation level of many schools?

PREPaRE 1 (mid-August, ~100 staff)

- *1-day workshop*
- *Provides school-based mental health professionals, administrators, security professionals, and other educators the knowledge and resources to help them **establish and sustain comprehensive school safety and crisis prevention and preparedness efforts.***
- *The workshop makes a clear connection between ongoing **school safety and crisis preparedness.***
- ***Emphasis on the unique needs and functions of school teams and the steps involved in developing these teams, including a model that integrates school personnel and community provider roles.***
- *The workshop also explores how to **prepare for school crises by developing, exercising, and evaluating safety and crisis plans.***

PREPaRE 2 (September, October, ~40 staff)

- *2-day workshop*
- *Provides school-based mental health professionals and other school crisis intervention team members with the knowledge necessary to **meet the mental health needs of students and staff following a school-associated crisis event.***
- *Updated research and **crisis intervention strategies.***
- *Teaches participants how to **prevent and prepare for psychological trauma**, helps to reaffirm both the physical health of members of the school community and students' perceptions that they are safe and secure, evaluates the degree of psychological trauma, responds to the psychological needs of members of the school community, and **examines the effectiveness of school crisis intervention and recovery efforts.***
- *This workshop is an excellent course for all mental health professionals in your district who provide mental health crisis intervention services.*

Other PREPaRE users in MN....

University of Minnesota	
Austin Public Schools	Austin
Bloomington Public School District	Bloomington
Burnsville Eagan Savage ISD 191	Burnsville
Eastern Carver County Schools	Chaska
Farmington Area Public Schools	Farmington
Hastings Public Schools	Hastings
Lakeville Area Public Schools	Lakeville
South Central Service Cooperative	Mankato
Edina Public Schools	Minneapolis
Education Minnesota	Minneapolis
Minneapolis Public Schools	Minneapolis
Robbinsdale Area School District	Minneapolis
Sherburne & N. Wright SpEd Co-op	Monticello
Minnesota School Psychologists Association	Moorhead
Minnesota State University	Moorhead
Minnesota State Universtiy Moorhead	Moorhead
North Dakota Association of School Psychologists	Moorhead
Northfield Public Schools, ISD 659	Northfield
St. Croix River Education District	Rush City
Minnesota Department of Education	Saint Paul
Southwest Metro Educational Cooperative	Shakopee
Hiawatha Valley Education District	Winona

PREPaRE 1

Estimate of Attendance	
District admin	15
Principals	10
APs	6
Deans	8
Social worker	10
School psych	7
Counselor	12
Custodial	10
Nurses (LSNs)	8
Admin ass't	11
SRO	4
Equity	4
Communications	2
Activities	2
Teachers	10
TOTAL	119

PREPaRE 2

Estimate of Attendance	
Dave/Ed	2
SPED Admin	2
Building Admin reps	10
Social worker	10
School psych	7
Counselor	12
Connect Therapists	2
Nurses (LSNs)	1
Equity Supervisor	1
SRO	1
Teachers	4
TOTAL	52

School Board Meeting

3-11-19

World's Best Workforce

Under Minnesota Statutes, section 120B.11, school boards are to adopt a long-term

Minnesota's North Star

This plan provides a framework for how we will do this important work using Minnesota's new school accountability and support structure, the North Star Excellence and Equity System. Polaris—the North Star—is famous for holding nearly still in our vision while the entire northern sky moves around it. North Star guides our way towards better outcomes for the nearly one million students we collectively serve every day.

North  Star
Toward excellence and equity.

ESSA - Federal

Every Student Succeeds Act

ESSA (School & District Level)

Achievement - MCA Proficiency for Math & Reading

Math: grades 3-8, 11

Reading: grades 3-8, 10

Progress Toward English Language Proficiency

EL Learners individual growth measured by ACCESS test

Academic Progress (growth) measured by MCA

New growth measure - Transition Matrix

Graduation Rates

4 year rates & new 7 year rates

School Quality Measure - Consistent Attendance

Percent of students attending 90%+ of enrolled days

WBWF - State

World's Best Workforce

WBWF (District Level)

All students ready for school

Basic numeracy & Literacy Skills

All students in 3rd grade achieving grade-level literacy: Grade 3 MCA proficiency rates

Close the achievement gap for all groups











Average gap between student groups

All students Career- & College ready upon

graduation: ACT college/career readiness benchmarks

All students graduate

SHS & TLC 4 year graduation rates

	School Readiness (WBWF)	Grade 3 Reading (WBWF)	Close Achievement Gap (WBWF)	College/Career Readiness (WBWF)	Graduation Rate (WBWF & ESSA)	Math & Reading Achievement (ESSA)	English Language Proficiency (ESSA)	Academic Progress/Growth (ESSA)	Consistent Attendance (ESSA)
Description	<p>All students meet locally determined school readiness goals.</p> <p>Student meets 3 of 4 targets Counting Number ID Letter ID Letter Sounds</p>	<p>3rd Grade MCA Reading achievement level compared to the state</p> <p>Shakopee 62.9% State 56.2%</p>	<p>Average MCA Reading gap (for all student groups)</p>	<p>Percentage of students that met all 4 ACT college & career benchmark scores.</p> <p><u>ACT Strands</u> Math Reading English Science</p>	<p>Reach a 4-year graduation rate of 90% with no student group below 85% by 2020.</p> <p><u>4-year</u> Shakopee 79.7% State 82.7%</p> <p><u>7-year</u> Shakopee 89.5% State 86.9%</p>	<p>MCA Math & Reading proficiency rates are used to identify schools for support.</p> <p>Math Shakopee 62.7% State 56.2%</p> <p>Reading Shakopee 65.4% State 59.2%</p> <p>Math Reading</p>	<p>Reach a goal of 85% of students making progress in achieving English language proficiency - by the year 2025 per ACCESS test.</p> <p>Shakopee 60.6% State 48.5%</p>	<p>Percentage of students that either maintain or improve achievement level.</p> <p>Math Reading</p>	<p>Reach a consistent attendance rate of 95% with no student group below 90% - by the year 2020.</p>
2018	F18 70%	6.7% above state	-19.9%	31%	79.7%	+6.5% +6.2%	+12.1% vs state	69.3% 69.8%	88.3%
% Change, 2017	 0.8%	 0.2%	 1.5%	 2%	 2.4%	 +0.4%  -0.2%	NA	 2.9%  1.6%	 0.8%

<p>School Readiness (WBWF)</p> <p>All students meet locally determined school readiness goals. <input type="checkbox"/></p> <p><i>Whole Student Development</i></p>	<p>Grade 3 Reading (WBWF)</p> <p>Reach a 3rd grade reading achievement rate of 90% with no student group below 85% - by the year 2025. <input checked="" type="checkbox"/></p> <p><i>Quality Instruction</i></p>	<p>Close Achievement Gap (WBWF)</p> <p>Achievement rate of 90% with no student group below 85% for Math & Reading MCA results by 2025, OR set a locally determined measure & goal. <input checked="" type="checkbox"/></p> <p><i>Quality Instruction, Equity</i></p>	<p>College/Career Readiness (WBWF)</p> <p>Reach an 8th grade math achievement rate of 90% with no student group below 85% - by 2025, OR set a locally determined measure & goal. <input type="checkbox"/></p> <p><i>Whole Student, 21st Century</i></p>	<p>Graduation Rate (WBWF & ESSA)</p> <p>Reach a 4-year graduation rate of 90% with no student group below 85% by 2020. Support provided for schools with any group below 67%. <input type="checkbox"/></p> <p><i>Personalized, Engagement, Excellence</i></p>
<p>Math & Reading Achievement (ESSA)</p> <p>MCA Math & Reading proficiency rates are used to identify schools for support (Title 1 and non-Title 1 schools). <input checked="" type="checkbox"/></p> <p><i>Quality Instruction</i></p>	<p>English Language Proficiency (ESSA)</p> <p>Reach a goal of 85% of students making progress in achieving English language proficiency - by the year 2025 <input type="checkbox"/></p> <p><i>Equity</i></p>	<p>Academic Progress/Grow</p> <p>Students "grow" toward, or maintain proficiency on the MCA Math & Reading tests. A transition matrix is used to calculate results. <input checked="" type="checkbox"/></p> <p><i>Quality Instruction</i></p>	<p>Consistent Attendance (ESSA)</p> <p>Reach a consistent attendance rate of 95% with no student group below 90% - by the year 2020. <input type="checkbox"/></p>	<p>Other Focus Areas</p> <p>School or district determined focus areas. Examples: Master Plan, Elementary or Middle School Core, Equity...other <input type="checkbox"/></p>



EDUCATION FORWARD



MISSION

In partnership with our community, we will educate lifelong learners to succeed in a diverse world.

VISION

To ensure ALL students are college and career ready.

STRATEGIC DIRECTIONS

Six areas of focus to accomplish our mission & vision.

<p>QUALITY INSTRUCTION & STUDENT ENGAGEMENT</p> <p>Teachers will possess a common set of instructional practices and beliefs to ensure all students are engaged and achieve at high levels.</p>	<p>WHOLE STUDENT DEVELOPMENT</p> <p>Emphasis on the District's 6 C's of Character, Collaboration, Communication, Creativity, Critical Thinking, and Cultural Competence to improve college and career readiness.</p>	<p>PERSONALIZED LEARNING</p> <p>With student interests and passions in mind, teachers will use a personalized approach to maximize students' educational experience.</p>	<p>A CULTURE OF EXCELLENCE</p> <p>Staff are committed to high expectations and continuous improvement, while the District Office and its departments will operate as a service center in support of staff and students.</p>	<p>21st CENTURY LEARNING ENVIRONMENT</p> <p>Students will learn in flexible and technology rich spaces that allow them to easily collaborate with each other and their teachers for a full range of experiences.</p>	<p>EXCELLENCE WITH EQUITY</p> <p>Staff, students, and families will develop a raised awareness and capacity to engage, inspire, and communicate on issues of excellence with equity.</p>
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Why this focus area? (How does your needs assessment lead to this conclusion?) Root Cause Analysis completed?

Root Cause Analysis complete?

note - root cause analysis helps identify the underlying causes that are of concern, able to be influenced or those within our control.

We noticed a decline in our scores over the past five years. We discussed and brainstormed and decided that we needed to be working towards one goal together. After reviewing the test specs we noticed that should be our focus.

What is the goal? (Consider this the *summative* measure. How will you know you achieved or did not achieve the goal?)

Goal/Objective (SMART):

Improve overall MCA Reading proficiency rates from 63.8% in 2017-2018 to

Current Reality (17-18 results):

3rd grade - 68.9%
4th grade 59%
5th grade 68.7%



World's Best Workforce (WBWF) & Minnesota Districts State Legislation

Every Student Succeeds Act (ESSA) All Public Schools & Districts in USA Federal Legislation

Shakopee School District Scorecard... Performance

School Readiness (WBWF)	Grade 3 Reading (WBWF)	Close Achievement Gap (WBWF)	College/Career Readiness (WBWF)	Graduation Rate (WBWF & ESSA)	Math & Reading Achievement (ESSA)	
All students meet locally determined school readiness goals. Student meets 2 of 4 goals: Counting Number ID Letter Sounds	1st Grade NCA Reading grade (or all achievement level) compared to the state Shakopee: 43.8% State: 98.2%	Average NCA Reading gap (or all achievement groups) Shakopee: 43.8% State: 98.2%	Percentage of students that met all 4 ACT readiness & career benchmark scores ACT: Strategy Math Reading English Science Shakopee: 31% State: 98.2%	Reach a 4-year graduation rate of 90% with no student group below 85% by 2025 (Identify schools for focus) Shakopee: 79.7% State: 98.2%	NCA Math & Reading proficiency rates are used to identify schools for focus Math: Shakopee: 43.7% State: 98.2% Reading: Shakopee: 65.4% State: 98.2%	
2018	F19 79%	0.7% above state	-18.9%	31%	79.7%	+6.5% +6.2%
% Change, 2017	0.8%	0.2%	1.9%	2%	2.4%	+0.4% -0.2%

School Readiness (WBWF)	Grade 3 Reading (WBWF)	Close Achievement Gap (WBWF)	College/Career Readiness (WBWF)	Graduation Rate (WBWF & ESSA)
All students meet locally determined school readiness goals. <input type="checkbox"/>	Reach a 1st grade math achievement rate of 95% with no student group below 90% by 2025. <input type="checkbox"/>	Reduce the rate of 40% with no student group below 85% by 2025. OR we are ready to meet the 85% goal. <input type="checkbox"/>	Reach an 8th grade math achievement rate of 90% with no student group below 85% by 2025. OR we are ready to meet the 85% goal. <input type="checkbox"/>	Reach a 4-year graduation rate of 90% with no student group below 85% by 2025. Support plan for schools with graduation rates below 85%. <input type="checkbox"/>
Math Student Development Quality Instruction	English Language Proficiency (ELPA)	Academic Progression	Consistent Absenteeism (CBA)	Other Focus Areas
Math & Reading Achievement (ESSA) All students meet locally determined math & reading achievement goals. <input type="checkbox"/>	Reduce the number of students with limited English proficiency by 50% by 2025. <input type="checkbox"/>	Reduce the number of students with limited English proficiency by 50% by 2025. <input type="checkbox"/>	Reduce the number of students with consistent absenteeism by 50% by 2025. <input type="checkbox"/>	Other Focus Areas Social or Emotional Learning, Career, Community, Student Plan, Diversity or Equity, Student/Teacher/Teacher/Teacher
Quality Instruction	Early	Quality Instruction	Personalized Learning	Art & Music
Why the focus area? (How does your school plan to address this focus area? What are the key strategies? How are you measuring success?) <input type="checkbox"/>	How is this area a focus area for your school? How is this area a focus area for your school? How is this area a focus area for your school? <input type="checkbox"/>	How is this area a focus area for your school? How is this area a focus area for your school? How is this area a focus area for your school? <input type="checkbox"/>	How is this area a focus area for your school? How is this area a focus area for your school? How is this area a focus area for your school? <input type="checkbox"/>	How is this area a focus area for your school? How is this area a focus area for your school? How is this area a focus area for your school? <input type="checkbox"/>
What is the goal? (Include the quantitative measure, how often you will measure, and all of the areas the goal)	Goal/Objective (ESSA): Increase overall NCA Reading proficiency rates from 43.8% in 2017-2018 to 70% in 2019-2020. NCA Math 22.8% goal 3rd grade: 68.8% 4th grade: 68.8% 5th grade: 62.7%			

Individual School Improvement Plans

SHAKOPEE PUBLIC SCHOOLS 2019-2020 CALENDAR REVISIONS

Dale J. Anderson | SEA President | updated March 2019

As part of the implementation of the 4x4 Block Schedule at the High School for the 2019-2020 school year, some changes needed to be made to the 2019-2020 calendar that was already adopted by the School Board. This document is an attempt to clarify the revisions needed for those revisions.

1. Impact of the HS Going to a 4x4 Traditional Block Schedule

a. Balancing Days per Quarters

As the High School is moving to a 4x4 traditional block schedule where every class is a quarter in length, balancing the number of days per quarter is very important. This calendar has 171 student contact days.

CURRENT CALENDAR

- **Quarter 1**
45 | Student Contact Days
Begins | Sept 3
Ends | Nov 7
- **Quarter 2**
43 | Student Contact Days
Begins | Nov 11
Ends | Jan 24
- **Quarter 3**
41 | Student Contact Days
Begins | Jan 28
Ends | Mar 26
- **Quarter 4**
42 | Student Contact Days
Begins | April 6
Ends | June 4

REVISED CALENDAR

- **Quarter 1**
45 | Student Contact Days
Begins | Sept 3
Ends | Nov 7
- **Quarter 2**
42 | Student Contact Days
Begins | Nov 11
Ends | **Jan 23**
- **Quarter 3**
42 | Student Contact Days
Begins | **Jan 27**
Ends | Mar 26
- **Quarter 4**
42 | Student Contact Days
Begins | April 6
Ends | June 4

The extra days in quarter 1 enabled the placement of end of quarter work days on Fridays so student families have a long weekend, rather than a mid-week quarter break. Additionally, first quarter has more start-up activities than other quarters.

b. Elimination of Early Out the Last Week of School for Senior Students

Again, with the implementation of the 4x4 Traditional Block schedule at the HS, Quarter 4 classes need all of the student contact days available to get their coursework in, so the District will need to eliminate its senior early out practice so that 4th quarter classes will have their full complement of days.

2. Martin Luther King, Jr. Day

District leadership believes that we should honor the legacy of Dr. Martin Luther King, Jr. by allowing this national holiday to be enjoyed by teachers as well as students. This means the off day currently scheduled for Good Friday (April 10) will be moved to MLK, Jr. Day (Jan 20), and the professional development (PD) day normally held on MLK, Jr. Day will be moved to Friday, May 1.

CURRENT CALENDAR

MLK, Jr. Day | No Students, Teacher PD Day
Friday, April 10 | No Students, No Teachers
Friday, May 1 | Student Contact Day

REVISED CALENDAR

MLK, Jr. Day | No Students, No Teachers
Friday, April 10 | Student Contact Day
Friday, May 1 | No Students, Teacher PD Day

This also means that the already-scheduled February 14 PD day becomes a District-wide E-12 PD day, not Secondary-only as it was in 2018-2019. The final PD day of the calendar (Friday, May 1) becomes the secondary-only PD day (as E-5 teachers put in 8 additional hours of Parent Teacher Conference evenings).

3. Moving Early Release Days

The District has 4 Early Release (ER) days in the calendar where students are released 2 hours early to allow teachers time for PD and for their professional learning community (PLC) meetings. The past several years, these days have been held on Wednesdays, one per quarter, spaced relatively evenly between District PD days. Based upon a request from the teacher group and in an effort to create a better experience for families and teachers, these days are being moved to the last student-contact day of quarters 1, 2, and 3. The September ER day will simply move from Wednesday to Thursday of the same week in order to align with the end of quarter ER days (all on Thursdays).

CURRENT CALENDAR

- **Quarter 1 ER Day**
Wednesday, September 25, 2019
- **Quarter 2 ER Day**
Wednesday, November 20, 2019
- **Quarter 3 ER Day**
Wednesday, March 18, 2020
- **Quarter 4 ER Day**
Wednesday, April 22, 2020

REVISED CALENDAR

- **1st ER Day**
Thursday, September 26, 2019
- **2nd ER Day**
Thursday, November 7, 2019
Last student day of Q1
- **3rd ER Day**
Thursday, January 23, 2020
Last student day of Q2
- **4th ER Day**
Thursday, March 26, 2020
Last Student Day of Q3

This change should benefit families also in that it attaches three of these early out days to what are already long weekends due to the teacher work days that follow the end of each quarter.



Shakopee PS | SEA | 2019-2020 School Calendar

BALANCED QTRS - Start after Labor Day - Out in first week of June



JULY 2019

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		

JANUARY 2020

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

December 23 - January 1.....No School - Winter Break
 January 20.....No School - Martin Luther King, Jr. Day
 Jan 23.....1st Sem/2nd Qtr Ends/ER† - Tchr Prof. Dev. (K-12)
 January 24.....No School - Teacher Planning Day
 January 27.....2nd Semester/3rd Quarter Begins

AUGUST 2019

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

August 19-22.....New Teacher Workshop Week
 August 26-29.....Teacher Back to School Workshop Week

FEBRUARY 2020

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

February 14.....No School - E-12 Prof. Development Day
 February 17.....No School - Presidents' Day

SEPTEMBER 2019

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				

September 2.....No School - Labor Day
 September 3-4.....Elementary Assess/Connect Days
 September 3.....Student 1st Day of School (Gr. 6-12)
 September 5.....Student 1st Day of School (Gr. E-5)
 Sept 26.....Early Release - Tchr Prof. Dev. (K-12)

MARCH 2020

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			

March 26.....3rd Qtr Ends/ER† - Tchr Prof. Dev. (K-12)
 March 27.....No School - Teacher Planning Day
 March 30 - April 3.....No School - Spring Break

OCTOBER 2019

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	31	

October 16.....No School - Teacher Prof. Dev. (E-12)
 October 17-18.....No School - Fall Break

APRIL 2020

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	

March 30 - April 3.....No School - Spring Break
 April 6.....1st Day of 4th Quarter

NOVEMBER 2019

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

November 7.....1st Qtr Ends/ER† - Tchr Prof. Dev. (K-12)
 November 8.....No School - Teacher Planning Day
 November 11.....2nd Quarter Begins
 November 27-29.....No School - Thanksgiving Break

MAY 2020

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

May 1.....No School - 6-12 Teacher Prof. Development Day
 May 1.....No School - E-5 Teachers Off
 May 25.....No School - Memorial Day

DECEMBER 2019

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			

December 20.....Early Childhood ONLY - PD Day* - No School
 December 23 - January 1.....No School - Winter Break

JUNE 2020

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			

June 4.....Student Last Day of School
 June 5.....Teacher Work Day
 June 6.....Graduation

*EC - December 20 is in place of the 4 early release days
 † ER = Early Release Day

KEY	
#	No School - Students and Staff
#	No School - Students only
#	Early Release Days for Teacher PD
#	1st Quarter Student Contact Days
#	2nd Quarter Student Contact Days
#	3rd Quarter Student Contact Days
#	4th Quarter Student Contact Days

Student Contact Days			
Q1	Q2	Q3	Q4
45	42	42	42
S1		S2	
87		84	
Year			
171			

6-12	E-5	
5	4	Staff Development Days
6	6	Work/Planning/Grading Days
2	3	Parent/Teacher Conference Days
171	171	Student Contact Days
184	184	TOTAL CONTRACT DAYS (Tenured)
4	4	New Teacher Workshop Days
188	188	TOTAL CONTRACT DAYS (Prob)

Shakopee Public Schools

Policy 610 Field Trips

Extended Trip Request Form



Your Name:	Tom Schleper	
Date of Request:	April 3-5	
Building, Grade Level & Department:	Shakopee HS Grades 9-12 Baseball Teams	
Purpose of Extended Trip:	Practices and Scrimmages on Turf Fields	
Advisor Name:	Tom Schleper	
Names Other Chaperone(s):	Tom Schleper, Curt Hartfiel, Kyle Ryan, Jim Ungar + 2	
Number of Students:	Estimating 50	
Proposed Travel Timeframe:	April 2 arrival; April 5 departure	
Travel Location:	Bettendorf, Iowa	
Mode of Transportation:	Parents provided	
Travel Accommodations:	Parents responsible for all except practice/scrimmages	
Estimated Expense per Student:	\$500/family	
Estimated Expense per Advisor/Chaperone(s):	Boosters covering hotels	
Means of Expenses to be paid:	SHS Baseball Booster Club	
Potential Fundraising? (Y/N) and specify:	Heggies Pizza Sales for individuals	
Angel Fund Available? (Y/N) and specify:	Optional Trip – will provide SHS practices	
Date Submitted for Review:	1/29/18 19	
Preliminary Approval Signature:		
More Information Requested:		
Date of School Board Review:		
Final Approval Signature:		

From: [Orlowsky, David](#)
To: [Koehn, Sarah](#)
Subject: FW: Baseball trip
Date: Thursday, February 28, 2019 4:25:10 PM

From: Schleper, Thomas
Sent: Thursday, February 28, 2019 9:03 AM
To: Orlowsky, David <dorlowsky@shakopee.k12.mn.us>
Cc: Hanson, Matthew <mhanson@shakopee.k12.mn.us>
Subject: Re: Baseball trip

Hi Dave,

Let me know if you need anything else:

- Bettendorf, Iowa
 - Average temp there is 58 at the time we go/fingers crossed
 - They have 8 outdoor full-sized synthetic turf baseball fields (if snow is melted and 40+ degrees, we will be on those)
 - They have indoor cages and soccer field turf if the weather is bad
- Hampton Inn & Suites Davenport
 - 5290 Utica Ridge Road
 - Davenport, IA 52807
 - 563-441-0001
 - Booking Link: <http://group.hamptoninn.com/ShakopeeBaseball>
 - *We have a block of rooms reserved under Shakopee Baseball - reserve room by March 1st. Cancellations can be made up to 48 hours before stay with no charge. Room types include 2 Queen beds or 1 King bed with pull-out sofa. Rate \$119/night.
- Yes, some players/families have made arrangements to stay with each other
 - We had fundraising options & boosters have money if finances are a concern (already covering many things listed below)
 - We will have practice opportunities at SHS Field House over those days for players who do not attend (6 of our coaches are going to Bettendorf; 3 are staying back – majority of players grades 9-12 are going to Bettendorf)
- Most are checking in on Tuesday night, 4/2
 - Practice 4/3 and 4/4
 - 9:30-11:30am and 12:30-2:30pm intra-squad scrimmages
 - Practice/scrimmage 4/5
 - 9:30-11:30am – may leave anytime after . . .

More info:

- Coaches are responsible for on-field practice plans/scrimmages – boosters are providing lunch between practices and scrimmages each day
- Parents are responsible for their kids – getting them to and from baseball and off-hours supervision
- Thursday evening, 4/4, TEAM plans:
 - High Five Entertainment Center (a part of the Sports Complex - here is [the link](#) to their website) from 5:30-9:30pm: bowling, arcade games, laser tag and escape rooms. The escape rooms require us to reserve specific times as we can take 8 people per adventure. They have two rooms to choose from for a total of 6 adventures while we are there. This will allow 48 people to sign up - players the first opportunity to sign up for the escape rooms and if there is room left over, we fill it with coaches, siblings etc.
- The event center will issue vouchers for each of the above activities for all the players/coaches; **boosters will cover this expense!** Additional vouchers for families etc can be purchased at the door for the same discount that the Boosters were able to secure.
- Additionally, the same discount will be given to all for any other day that we are there. This will give families/siblings something to do when the players are practicing.
- We will also have discounts on food purchases while we are at the event center.
- Everyone who is just coming to the event center to watch or hang out - not be participating in any of the activities - will NOT need to pay an entrance fee.

From: "Orlowsky, David" <dorlowsky@shakopee.k12.mn.us>

Date: Thursday, February 28, 2019 at 8:18 AM

To: "Schleper, Thomas" <tschlepe@shakopee.k12.mn.us>

Subject: Baseball trip

Hello Tom,

I am giving the school board a heads up on the planned baseball trip. I have a couple questions that we neglected to include on the form (which we are updating).

- Where are you going?
- Where are you staying? (I know parents are responsible for travel and accommodations, but if you have a team hotel or hotels that would be good too).
- Are we supporting kids whose parents cannot come, or do not have the funds to take a trip?
- When do you leave and return, I saw 4/3-4/5, but was wondering if that was the full length of the trip.

Thanks!

Dave


Ps. I am including Matt in this message just to make sure we're all on the same page.

**Shakopee Public Schools
Policy 610 Field Trips
Extended Trip Request Form**



Your Name:	Kelly Holstine
Date of Request:	2/27/19
Building, Grade Level & Department:	Tokata Learning Center, English Department
Purpose of Extended Trip:	<p>In the absence of a social worker, our writing class has served as a social-emotional support system for students. And learning how to use writing as a healthy coping skill has been a powerful life changing strategy for many of our students.</p> <p>This field trip would provide a unique and healing opportunity for students to support and connect with others while more deeply working through their own struggles. Being able to get away from their normal routine and social circles would help students to focus in on what is important for their health and growth. And bonding with other students will help them to realize that they are not alone.</p> <p>Students could also earn up to a .5 elective credit for attending and participating in this fieldtrip.</p>
Educational Goals & Objectives: (include agenda – dates & times)	<p>Students will reflect on the social emotional blocks that are getting in the way of their mental health.</p> <p>Students will question current strategies and use written and oral communication to examine their effectiveness.</p> <p>Students will listen and connect with themselves and others.</p> <p>Students will respond to and create various genres of writing as a way to express their thoughts and feelings.</p>

	<p>May 21-23 Leave TLC on May 21 at 10:00 AM Return TLC on May 23 at 2:30 PM (aprox.)</p> <p>Day 1 AM:</p> <ul style="list-style-type: none"> • Travel • Settle in • Lunch <p>PM:</p> <ul style="list-style-type: none"> • Community Circle • Group Prompt Writing • Supportive Sharing • Dinner • Social Time <p>Day 2 AM:</p> <ul style="list-style-type: none"> • Breakfast • Community Circle • Group Prompt Writing • Supportive Sharing • Lunch <p>PM:</p> <ul style="list-style-type: none"> • Personal Writing Time • Supportive Sharing • Dinner • Social Time <p>Day 3 AM:</p> <ul style="list-style-type: none"> • Breakfast • Group Prompt Writing • Supportive Sharing • Lunch <p>PM:</p> <ul style="list-style-type: none"> • Travel Time
Advisor Name:	Kelly Holstine
Names Other Chaperone(s):	Yael Ripoll (District Employee)
Number of Students:	14 or fewer

Proposed Travel Timeframe:	May 21-23, 2019	
Travel Location:	Aitkin, MN (will receive exact address once booked)	
Mode of Transportation:	Bus	
Travel Accommodations:	River Lodge	
Estimated Expense per Student:	\$0	
Estimated Expense per Advisor/Chaperone(s):	\$0	
Means of Expenses to be paid:	SEEF	
Potential Fundraising? (Y/N) & specify:	N	
Angel Fund Available? (Y/N) & specify:	N	
Advisor's checklist before submission to Superintendent's Office for approval:		
<input type="checkbox"/>	Estimated cost sheet created and shared with student & parent	
<input checked="" type="checkbox"/>	Copy of student permission form is attached (forms will be signed prior to the trip)	
<input type="checkbox"/>	Chaperone expectations communicated & Chaperone Agreement signed	
<input checked="" type="checkbox"/>	Volunteer background check completed, if applicable	
<input checked="" type="checkbox"/>	Principal approval (signature & date):	
		3/1/19
Superintendent's Office Use Below:		
Date received in Superintendent's Office:	3/1/19	
Superintendent approval (signature & date):		
School Board approval & date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
More information needed &/or comments:		

**Shakopee Public Schools – District Policy 610 Field Trips
Rules of Conduct Agreement**

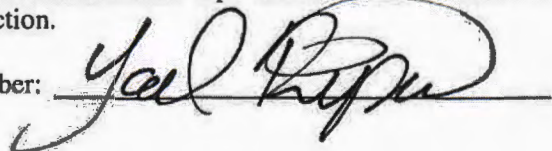
1. All Shakopee Board of Education policies, administrative guidelines, school rules and Minnesota High School League rules governing adult and student behavior shall be applicable for the duration of the extended trip.
2. Expectations and schedule for supervision shall be prepared and approved by administration before leaving on the trip, with the understanding chaperones are to be ready for supervision duty at all times.
3. Guests or others along as part of the official traveling party will follow the same rules and requirements as staff and chaperones.
4. Staff/chaperones shall refrain from use of alcohol during the full length of the trip. Use of alcohol or controlled substances will require removal from their chaperoning/supervision responsibilities and participation in traveling party activities.
5. Chaperones and official traveling party members shall not use tobacco in the presence of student during the full length of the trip.
6. Possession or carrying of knives, firearms or any other weapon is prohibited.
7. Chaperones or official traveling party members participating in any illegal behavior shall be removed from their chaperoning/supervision responsibilities and participation in official traveling party activities. Staff guilty of illegal behavior or alcohol use will be subject to further disciplinary action from the school district. Chaperones guilty of illegal behavior or alcohol use will be barred from any chaperoning/supervision with school district activities in the future.
8. Abusive language and/or conduct endangering the health and safety of participants and others are prohibited. (i.e. – swearing and fighting are not allowed)
9. Respectful behavior and good manners are expected from everyone, both to represent our school and district in a positive light and to maintain positive relationships among adult and student members of the group, chaperones, official traveling party and hosts.
10. Chaperones will not leave students unattended.
11. All scheduled activities in the program are obligatory and chaperones are expected to participate unless excused by the tour leader.

I agree to abide by the rules and regulations stated above and to accept other decisions regarding appropriate behavior made by the adult(s) in charge of the extended field trip. I understand that failure to adhere to these requirements may result in disciplinary action.

Signature of Chaperone or Official Traveling Party Member: _____

Date: _____

02/27/19





Superintendent: Mike Reimond, Ed.D.
Principal: Eric Serbus

February 27, 2019

Dear parent/guardian of a TLC student,

We have an amazing group of talented and creative writers in our school who have learned how to engage with writing as a powerful and healthy coping skill. Due to the support of a Shakopee Education Endowment Foundation grant, 14 students will have the opportunity to attend a FREE Writer's Retreat from May 13-15 in Aitkin, MN.

We will be staying at the River's Lodge for the duration of the retreat. A bus would pick us up at Tokata Learning Center on Tuesday, May 13th at 8:30 AM. We would return to Tokata Learning Center by approximately 2:30 PM on Thursday, May 15th.

Yael Ripoll (educator in the district who works with Tokata students) and I will be the chaperones for this trip.

Please do not hesitate to contact me with any questions.

Kelly Holstine
2018 MN State Teacher of the Year
Communication Arts & Literature Teacher
Tokata Learning Center
952-496-5982 | kholstin@shakopee.k12.mn.us

I understand the nature of this field trip and give permission for my student to attend, I am aware that supervision will be provided, but that unanticipated situations may arise. Therefore, I agree to release and hold harmless Shakopee Schools' Tokata Learning Center, ISD # 720, and its employees from any and against any and all liability, loss, damages, claims, or actions for bodily injury and/or property damage, in accordance with current state and federal law, arising out of participation in this trip.

I verify that District 720/TLC will not provide insurance coverage for this trip and that we have appropriate insurance for our TLC student. Any cost incurred due to an accident or other happening on this excursion will be my responsibility and that of my insurance company; ISD 720 and the Tokata Learning Center will not be held responsible in any way.

(Signature of parent/caregiver)

(Date)

(Phone number)

* Please list any health or other concerns for your student that you would like us to know about:

Tokata Learning Center
1110 Town Square, Shakopee, MN 55379
(952) 496-5982

AN EQUAL OPPORTUNITY EMPLOYER



Shakopee Public Schools 2018-19 School Calendar

Updated April 23, 2018

NOTE: Tokata Lng. Ctr. First Day of School: September 4, 2018

NOTE: Grades 6-12 First Day of School: September 5, 2018

NOTE: Grades E-5 First Day of School: September 6, 2018

August 2018

August 20-23.....New Teacher Fall Workshop
August 27-30.....Teacher Fall Workshop

September 2018

September 3.....No School - Labor Day
September 4, 2018.....Student 1st Day of School (Tokata ONLY)
September 5, 2018.....Student 1st Day of School (Grades 6-12)
September 6, 2018.....Student 1st Day of School (Grades E-5)
September 4....Moving Day for Staff (Grades 6-12)
September 4-5.....Assess & Connect Days (Grades E-5)
September 26.....Student 2-Hour Early Release

October 2018

October 17.....No School - Teacher Staff Development Day
October 18-19.....No School - Fall Break

November 2018

November 8.....1st Quarter Ends
November 9.....No School - Teacher Planning Day
November 21-23.....No School - Thanksgiving Break
November 28.....Student 2-Hour Early Release

December 2018

December 20.....Early Childhood Education No Classes
December 21-Jan 1.....No School - Winter Break

January 2019

December 21-Jan 1.....No School - Winter Break
January 21.....No School - Teacher Staff Development Day
January 25.....1st Semester Ends
January 28.....No School - Teacher Planning Day

February 2019

February 15.....No School - Teacher Staff Development Day
February 18.....No School - Presidents' Day Break

March 2019

March 13.....Student 2-Hour Early Release
March 28.....3rd Quarter Ends
March 29.....No School - Teacher Planning Day

April 2019

April 1-5.....No School - Spring Break
April 19.....No School - Students & Staff
April 24.....Student 2-Hour Early Release

May 2019

May 27.....No School - Memorial Day
May 31.....Senior Class (12th grade) Last Day of School

June 2019

June 6, 2019.....Student Last Day of School
June 7.....Teacher Work Day
June 8, 2019.....Graduation

August 2018

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

September 2018

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

October 2018

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		

November 2018

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

December 2018

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
31				

January 2019

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	31	

February 2019

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	

March 2019

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 2019

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 2019

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 2019

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

Key

	No School - Students and Staff
	No School - Students
	First/Last Day of School
	Quarter/Semester Change
	Student Early Release 2-Hours before Dismissal