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## **2016-2017 Year End Report to the Board**

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This report summarizes the work of the McCall-Donnelly Board of Trustees and the administration during the 2016-2017 school-year.

Items in this report are presented in abbreviated form. They represent significant advances for the district and immeasurable hours of dedicated service by employees, students and volunteers. They are listed in this report for the purpose of documenting major initiatives and ongoing progress to accomplish the District's Strategic Plan and Annual Board Goals.

### Section I: Superintendent Comments

The 2016-2017 school year marked the fifth consecutive year of student enrollment growth for the McCall-Donnelly School District, and district administration is projecting a sixth year of increased enrollment for 2017-2018. The projected enrollment of 1,121 students is consistent with 1997-1998 school year, yet is lower than the highest enrollment in district history during 1994-1995 of 1,223 students. With increased enrollment and mobility, McCall-Donnelly schools worked to assimilate new students into a thriving and well-supported system.

In August of 2016 the district also welcomed 23 new classified and certified staff. In October, the middle school administrator announced retirement and a series of administrative staffing changes followed. The special programs director and principal of Donnelly Elementary is now the principal of Payette Lakes Middle School. The principal for Heartland High School, professional development and curriculum and assessment coordinator is now the principal for Donnelly Elementary and retains his other roles. And the district welcomed a new administrator for Heartland High School and special programs.

The 2016-2017 school year also saw the continued progress for the construction of an alternative school. The new construction will replace two temporary trailers purchased in 1992. The trailers have been removed and construction has commenced for the new facility.

## Section II: Summary of Official Board of Trustees Meetings / Actions

### **2016-2017 School-Year Highlights**

12 Regular Meetings

7 Special Meetings

24 Policies Reviewed

#### **Other:**

- Annual Audit Scheduled for August 2017
- Participated in the ISBA Annual Conference
- Implemented Leadership Premium for Qualifying Professional Staff
- Day on the Hill
- Implemented New Certified Salary Schedule
- Initiated Classified Salary Schedule Conversion
- Employee Holiday Baskets
- Negotiations with MDEA
- Teacher Recognition Day
- Employee retirement recognition at schools
- Board of Trustees retreat-annual goal evaluation and establish next year's goal (Scheduled July 31, 2017)
- Oversaw Business of School District

### Section III: Evidence of Board Goals Accomplished

The annual goals for the 2017-2017 school year were discussed at the August 2016 Board of Trustees Retreat. Goals are aligned with the Strategic Plan, which was developed during the 2013-2014 school year.

**Goal #1 Academic Achievement:** The district shall provide opportunities to improve the academic achievement of all students.

**Goal 1.1 Align Curriculum to Idaho adopted standards.**

- Implement MDSD K-12 Mathematics Plan, developed during the 2015-2016 school year.
- Implement newly adopted mathematics curricula, adopted during the 2015-2016 school year.

**Evidence of Progress / Goal Completion:** Mathematics curricula for the kindergarten through eighth grade program was purchased and provided for instructional staff. Initial training was completed during the summer of 2016. The secondary mathematics program began the 2016-2017 school year with two new teachers. New teachers received training on the use of Houghton-Mifflin Algebra 1, Geometry, Algebra 2 (AGA) series and corresponding ancillary materials.

**Goal 1.4 Provide college and career readiness skills.**

- Implement expansion of professional technical opportunities at MDHS to include: Digital Photography and Computer Informatics. Re-establish Orientation to Health Occupations. Continue Emergency Medical Responder, Desktop Publishing, Business Computers 1, 2 and 3, Accounting, Computer Aided Design, Construction Technology, Fundamentals of Technology 1 and 2, Family Consumer Sciences: Food Management, Career and Personal Development and Teen Living.
- Research further professional technical expansion in the area of industrial education; for example, welding, small engine repair, diesel mechanics, etc...

**Evidence of Progress / Goal Completion:** The details identified in goal 1.4 were accomplished during the 2016-2017 school year. Additionally, an ongoing partnership made possible through a federal Perkins grant with the Melba School District yielded progress in the expansion of industrial education. The Melba School District has an interest in expanding their Engineering and Construction programming, while McCall-Donnelly has an interest in expanding industrial education. The Perkins grant for 2017-2018 was written to expand collaboration, in which Melba will study McCall-Donnelly's Engineering and Construction programming and McCall-Donnelly will study Melba's industrial education programs.

**Goal #2 Communication:** The district shall communicate effectively with students, parents, and other community members.

## Goal 2.1 Maintain a two-way communication plan

- Develop informational brochure to highlight district accomplishments and initiatives.
- Complete employee handbook.
- Complete new staff informational portal.
- Complete student and family handbook.

The informational brochure is 95% complete, as of July 24, 2017. During the 2016-2017 school year a McCall-Donnelly Education Foundation grant was written and awarded to support the publication and dissemination of this brochure. Mailing to patrons is anticipated no later than September 2017. The brochure will also be used in teacher recruiting efforts during the spring of 2018.

The new staff informational portal was completed in December of 2016. The staff and family handbooks have been completed and will require annual updates and revisions.

Additionally, representatives from the district's technology team attended the annual International Society for Technology in Education (ISTE) training conference in June of 2017. At this conference, attendees learned ways to expand and enhance our application of the Schoology program, which was implemented during the 2015-2016 school year. Strategies to enhance communication with students and families were of particular interest and will be explored during the 2017-2018 school year. Additionally, attendees identified standards which may be used to align the district's technology curriculum. Standards will be reviewed and aligned during the 2017-2018 school year.

Goal #3 School Climate: The district shall maintain a climate in all schools that is conducive to learning.

## Goal 3.1 Provide safe and clean facilities.

- Design and commence construction of the new Heartland High School Facility, within budget.
- Identify and secure interim location for students and staff, if necessary.
- Estimate cost of Donnelly Elementary construction project. Develop timelines and target construction date. Conserve funds to complete project without seeking additional taxpayer dollars.

Evidence of Progress / Goal Completion: An architectural firm was selected and design for the Heartland High School facility completed. The construction site was identified. Students and staff moved into a temporary facility on February of 2017, which involved relocated the IT department and creating office space for HHS staff. The trailers previously used as the alternative school and purchased in 1992 were removed and construction has commenced. While this project exceeded initial budget estimates, the district is actively working to reduce costs. For fiscal year 2018, the district reduced the capital construction project scope significantly.

## Goal 3.2. Encourage wellness and healthy lifestyles.

-Maintain physical education at all levels.

Goal #4 Continuous Improvement: The district shall implement practices and procedures that promote continuous improvement in the organization.

Goal 4.1 Review and update the district's 10-year maintenance plan biennially.

- Review and update the district's Strategic Plan with measurable goals and key performance indicators.

Evidence of Progress / Goal Completion: A continuous improvement plan with measurable goals and key performance indicators has been developed and is published on the district's webpage. Additionally, an elementary literacy intervention plan was developed and is being implemented.

Goal 4.2 Prioritize capital projects annually.

Capital projects for FY18 were identified and prioritized at the May 2017 regular Board meeting. The scope of projects was reduced to balance the construction of Heartland High School without seeking additional taxpayer dollars.

Goal 4.3 Manage the budget

- Research, develop and implement a sustainable budget, which includes salary schedules for both classified and certified staff. The certified salary schedule was successfully developed for FY17. Restructure the classified salary schedule for FY18.
- Maintain four months operating expenditures in fund balance.
- Conduct a comprehensive program analysis for the district's programs reflecting both academic and extracurricular expenditures. Program analysis should reflect a cost per student.

Evidence of Progress / Goal Completion: The classified salary schedule was completed and staff are being converted for implementation during the 2017-2018 school year. An audit is scheduled for August of 2017, which will verify fund balance. It is anticipated that the fund balance goal will have been achieved. The comprehensive program analysis remains a primary goal.

Goal 4.5 Provide training for district stakeholders

- Conduct board training with emphasis on strategic planning.
- Develop "on board processes" for new board members.

Evidence of Progress / Goal Completion: Board training was conducted with an emphasis on negotiations. ISBA new board member materials were purchased and provided to all board members. On board processes remain a goal area and an opportunity. Presently, there is a board seat vacancy which is anticipated to be filled by October 1<sup>st</sup>.

