

Dear HLWW Middle School Families:

In the spring of 2024, a committee of community members, parents, students, teachers, administrators and school board members completed their work on the [Howard Lake-Waverly-Winsted Public Schools Strategic Plan](#). I would like to express my gratitude for the time and dedication of this group and the plan that was created.

This Strategic Plan is now being implemented. To achieve our mission and meet our goals, we have identified the need to explicitly teach and assess executive functioning skills to our middle school students. We are referring to these skills as “Laker Skills”. These skills, organization, time management, and self-regulation, are vital for our students’ academic, social, and emotional well-being. These Laker Skills play a crucial role in helping students navigate the challenges of middle school and prepare them for success in high school.

The teaching of these skills will take place during Advisory time and will be embedded into their classes. On a bi-weekly basis, students will be doing a self-assessment and tracking their progress on the Laker Skills that were focused on during that time. The Advisors will also be assessing the students on these skills and together they will determine the students’ overall Laker Skills rating.

The purpose of the ratings is to enable the student to track their own progress and communicate the students Laker Skills to their parents. These scores will not be graded but will be listed under “Advisory” on the students report card in the following manner.

HLWW Report Card

Laker Skills	Q1	Q2	Q3	Q4
Respectful Demonstrates respect for self, peers, adults and property and works well with others.				
Responsible Follows school rules, is prepared for class, arrives on-time, completes work, and uses the weekly planner.				
Safety & Well-being Practices physical, emotional, and social well-being skills while demonstrating self-control and advocating for self.				
Effort & Engagement Displays a growth mindset, is actively engaged in the learning process, and uses time effectively.				

Rating Scale:
3 - Consistent (Goal)
2 - Sometimes
1 - Seldom

To develop the skills of organization and time management, all students will be required to utilize a digital planner. The use of the digital planner will be taught in Advisory and embedded into their classes. The students will access their planner via their Chromebook. The planner will be in their Advisory Google Classroom. We encourage parents to periodically sit down with their child and have them show you the planner and explain what work they may need to do. Below is a sample of the weekly planner.

Laker Weekly Planner
Dates: September 3rd to 6th

Class	Monday	Tuesday	Wednesday	Thursday	Friday	To Do List:
Language Arts						<input type="checkbox"/>
Mathematics						
Social Studies						
Science						
Health & PE						Notes:
Explore						<input type="checkbox"/>
Band/Choir Music Study Hall						
<input type="checkbox"/> Check Email	<input type="checkbox"/> WIN <input type="checkbox"/> Power	<input type="checkbox"/> Study Island Complete	Name of Book:	Page # on Mon.	Page # on Fri.	

By fostering these skills, we aim to empower our students to become more independent and successful learners. We appreciate your partnership in reinforcing these skills at home, as it will significantly contribute to their overall success. If you have any questions about the Laker Skills or the Strategic Plan, please feel free to contact me at jschimelpfenig@hlww.k12.mn.us or call me at 320-543-4660.

Sincerely,

Jim Schimelpfenig
 Principal, HLWW Middle School