

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - October 28, 2013 - 4:05 PM  
District Administration Building  
210 County Rd. 101, N, Plymouth, MN

### **AGENDA**

1.	CALL TO ORDER/ROLL CALL	3
2.	ADMINISTRATIVE	
	A. Welcome Center/Kindergarten Registration Update - K. Tollison - <i>15 minutes</i>	
	B. Communications and Community Engagement - A. Parnell - <i>30 minutes</i>	4
3.	TEACHING AND LEARNING	
	A. Arts/Athletics/Activities Report - J. Sherwood, M. Trewick - <i>30 minutes</i>	15
4.	FINANCIAL	
5.	HUMAN RESOURCES	
	A. Emerging Leaders Program - A. Doughty - <i>15 minutes</i>	29
6.	BOARD REPORTS	
7.	SCHOOL BOARD	
	A. Tentative Board Agenda for Tuesday, November 12, 2013 - <i>5 minutes</i>	42
8.	ADJOURN	43

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## MISSION

### **Our Core Purpose:**

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

## VISION

### **What We Intend to Create and Experience:**

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

### **Exceptional Student Learning, Experiences and Relationships:**

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

### **Community Trust, Confidence and Partnership:**

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

### **Operational Excellence:**

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Work Session – October 28, 2013**

**AGENDA ITEM:** 1. CALL TO ORDER/ROLL CALL

**COMMENTS BY:** Board Vice Chair Hesby

	<u>PRESENT</u>	<u>ABSENT</u>
Ms. Linda A. Cohen	_____	_____
Ms. Susan J. Droegemueller	_____	_____
Ms. Susan Gaither	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Ms. Cheryl Polzin	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

# Communications & Community Engagement Update

**October 28, 2013**  
**School Board Work Session**



**Excellence. For each and every student.**

# Strategic Communications Goal

- Enhance the connection to and partnership with families and other constituents in our community (Strategic Direction D, Wayzata Public Schools Strategic Roadmap) by:
  - Building community trust, confidence and partnership
  - Maintaining the highest levels of satisfaction and pride by staff, parents and community



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# Strategies

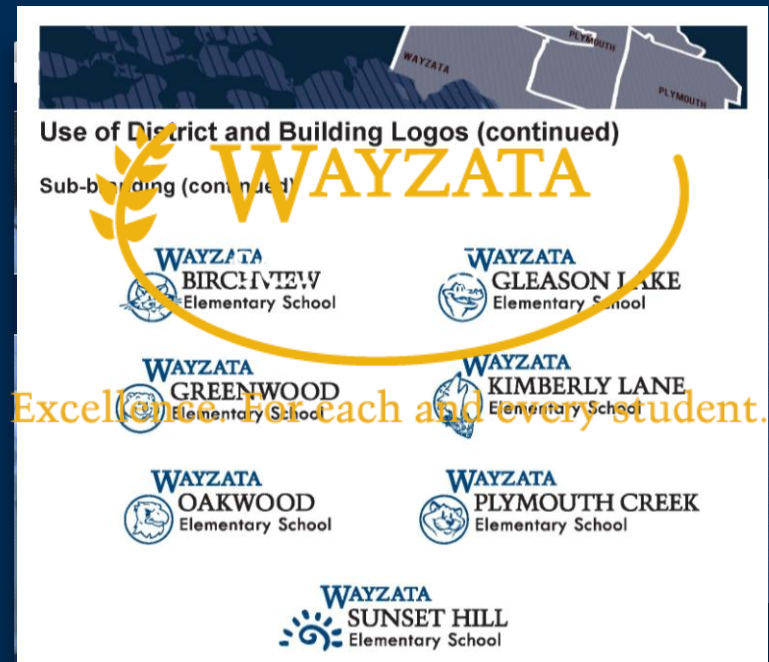
1. Use a variety of communications vehicles to share information with multiple audiences
2. Ensure district staff are well-equipped to represent the district as key ambassadors
3. Engage key stakeholders in two-way dialogue to broaden support for the district's mission to provide an excellent education for each and every student
4. Promote Wayzata Public Schools as an exceptional choice for families, prospective staff and community partners



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# Accomplishments

- Created School Board Stakeholder Relations Committee
- Redesigned Website to Improve User Experience
- Created New District Branding – New District Logo & Tagline, New School Logos
- Electronic Newsletters – Parents, Staff, Key Communicator Network
- Redesigned and Updated Communicator & Created Communicator Brief
- Strengthened Relationships with Local Media
- Protocols for Emergency & Non-Emergency Communications
- Staff Training on New Tools & Protocols
- Regular Updates/Talking Points to Board & Leadership Council
- Strategic Advice and Counsel & Crisis Communications Support



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# In Process/What's Next?

- Comprehensive Communications Plan for
- February 25, 2014 Referendum
- Social Media Guidelines for Staff
- New Print & Web Materials for Prospective Families
- Enhance Connections with Alumni & Parents of Recent Graduates
- Continue to Enhance Community Engagement Efforts



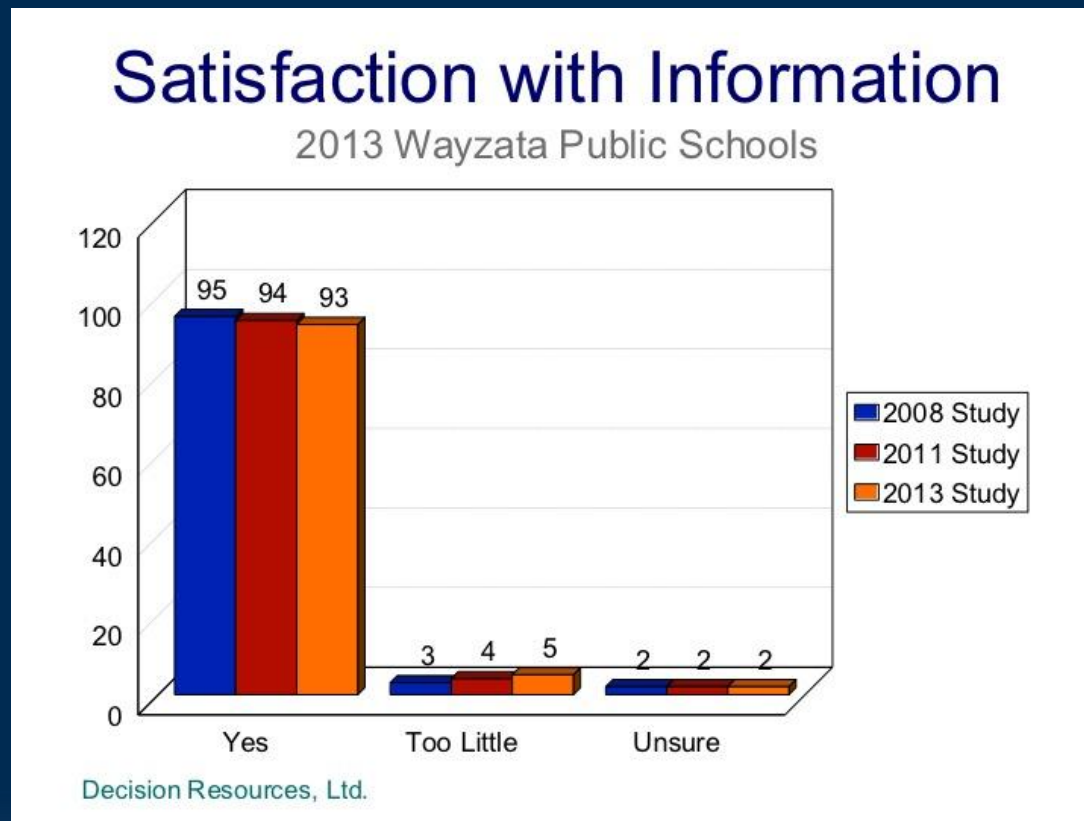
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# How are We Doing?



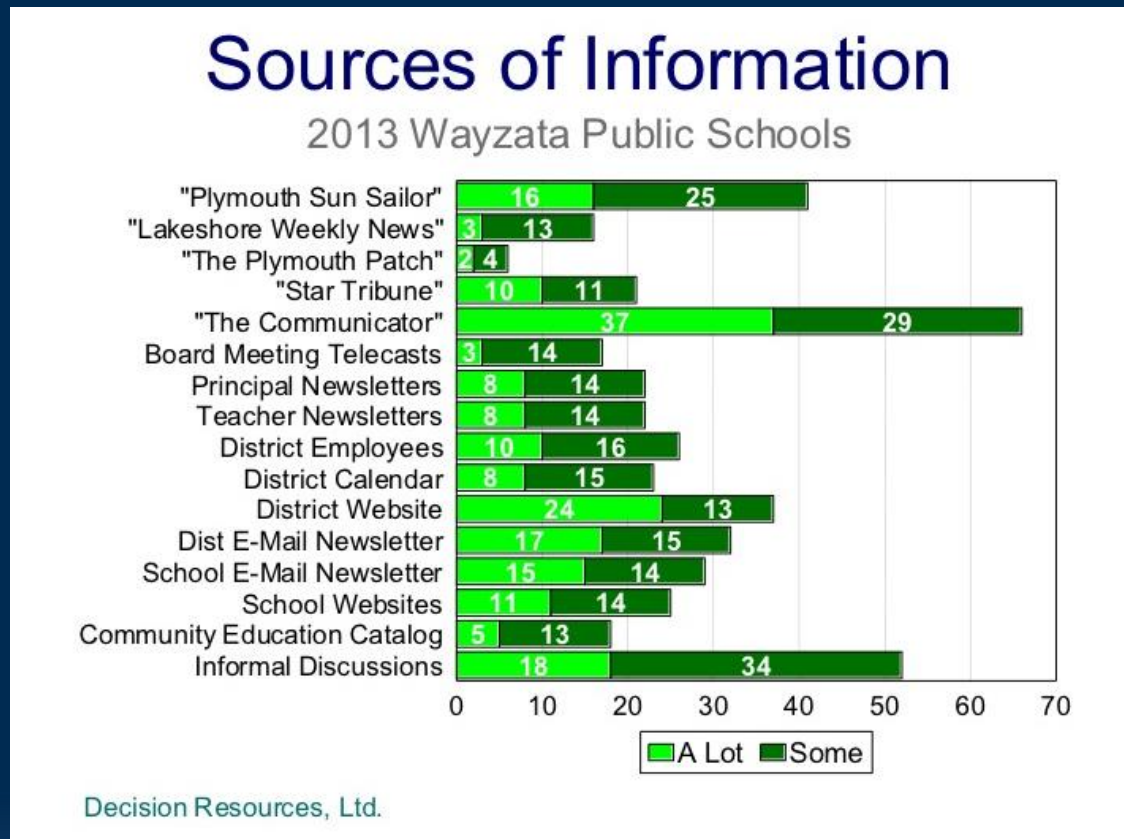
**Excellence. For each and every student.**

# Parent and Community Feedback



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# Parent and Community Feedback

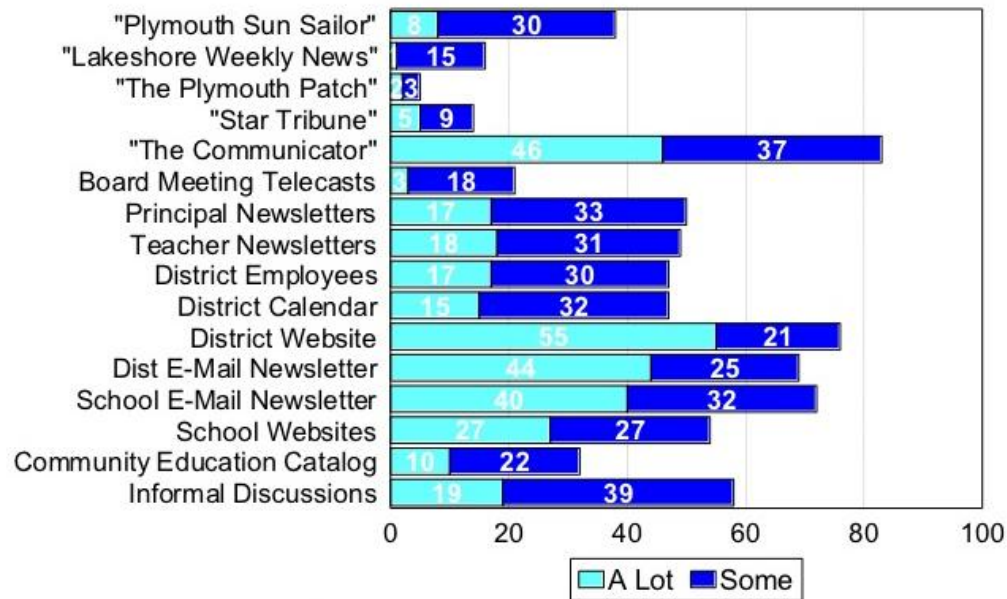


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# Parent and Community Feedback

## Sources of Information (Parents Only)

2013 Wayzata Public Schools



Decision Resources, Ltd.



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# Staff Feedback

- **April 2012 Staff Survey**
  - 79% felt very well or pretty well informed about District news and events
  - 83% felt very well or pretty well informed about important news and emergencies
- **October 2013 Staff Survey**
  - Staff Communications Survey closes October 25, 2013



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# Questions?



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2012-13 WHS Participation Numbers

		Number of Activities									
		1	2	3	4	5	6	7	8	9	10
9th	252	148	65	38	17	8	0	0	0	0	0
10th	231	108	69	36	15	14	4	1	1	0	0
11th	226	92	75	30	21	8	5	3	2	0	0
12th	201	104	57	40	15	15	4	2	2	0	0
<b>Totals</b>	<b>910</b>	<b>452</b>	<b>266</b>	<b>144</b>	<b>68</b>	<b>45</b>	<b>13</b>	<b>6</b>	<b>5</b>	<b>0</b>	<b>0</b>

Boys	Number of Sports			Total Boys Unduplicated	Girls	Number of Sports			Total Girls Unduplicated
	1	2	3			1	2	3	
9th	136	69	20	225	9th	130	65	12	207
10th	124	79	11	214	10th	114	43	16	173
11th	131	62	2	195	11th	99	30	9	138
12th	119	33	4	156	12th	88	22	12	122
<b>Totals</b>	<b>510</b>	<b>243</b>	<b>37</b>	<b>790</b>	<b>Totals</b>	<b>431</b>	<b>160</b>	<b>49</b>	<b>640</b>

	Class Size	Total Involved	% Involved	Male Class Size	Males Involved	% Involved	Female Class Size	Females Involved	% Involved
9th	809	685	84.67%	395	329	83.29%	414	356	85.99%
10th	810	609	75.19%	413	298	72.15%	397	311	78.34%
11th	791	584	73.83%	401	291	72.57%	390	293	75.13%
12th	814	547	67.20%	410	263	64.15%	404	284	70.30%
<b>Totals</b>	<b>3224</b>	<b>2425</b>	<b>75.22%</b>	<b>1619</b>	<b>1181</b>	<b>72.95%</b>	<b>1605</b>	<b>1244</b>	<b>77.51%</b>

Number of Students involved in at least one extra-curricular club/sport = 2425

Number of Clubs = 53

Number of Sports = 29

Fall Athletes = 806

Winter Athletes = 480

Spring Athletes = 714

2012-13 WHS Athletic Participation

Unduplicated Athletes

	Grades 7-12	Grades 9-12
Females	762	640
Males	922	790
<b>Total Athletes</b>	<b>1684</b>	<b>1430</b>

Duplicated Athletes

	Grades 7-12	Grades 9-12
Fall	992	806
Winter	546	480
Spring	758	714
<b>Total Duplicated</b>	<b>2296</b>	<b>2000</b>

Duplicated Female Athletes

	Grades 7-12	Grades 9-12
Fall	443	340
Winter	268	250
Spring	330	305
<b>Total Duplicated Females</b>	<b>1041</b>	<b>895</b>

Duplicated Male Athletes

	Grades 7-12	Grades 9-12
Fall	549	466
Winter	278	230
Spring	428	409
<b>Total Duplicated Males</b>	<b>1255</b>	<b>1105</b>

WHS Student Population

% of Females Grades 9-12(1605/3224)	49.78%
% of Males Grades 9-12(1619/3224)	50.22%

WHS Athlete Population

% of Female Ath Grades 9-12(640/1605) Participating In HS Sport	39.88%
% of Male Ath Grades 9-12(790/1619) Participating in HS Sport	48.80%

% of Students Grades 9-12(1430/3224) Participating in HS Sport	44.35%
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For MSHSL Unduplicated

Females in grades 10-12	433
Males in grades 10-12	566

For MSHSL Unduplicated

Females in grades 9-12	640
Males in grades 9-12	790

# Wayzata High School

## Arts, Activities and Athletics

School Board - Work Session  
Presentation  
October 28, 2013

# Leadership

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- ❖ Mike Trewick, Principal
- ❖ Jaime Sherwood, Director of Athletics and Activities
- ❖ Barb Beise, Assistant Director of Athletics and Activities

# Mission and Vision

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- ❖ To offer a wide-variety of co-curricular and extra-curricular activities designed to meet the interests of students.
- ❖ To promote lifelong learning, personal growth and development.
- ❖ For students to improve their decision making processes, develop self-discipline, self-esteem and respect for individual differences and a healthy attitude toward facing challenges.
- ❖ We are a member of the Lake Conference and the Minnesota State High School League.

# Activities and Clubs

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- Amnesty International
- Art Club
- Business Professional of America
- Chinese Club
- Club Y.E.S.
- Creative Writing Club
- Dance Team - Fall/Showstoppers
- DECA
- Drama Club
- First Robotics
- French Club
- Future Problem Solvers
- Game Club
- German Club
- German Exchange
- International Club
- JSA
- Knowledge Master Open
- Language Study & Travel Program
- Link Crew
- Math Team
- Mock Trial
- National Honor Society
- Newsbreak
- Photography Club
- Quiz Bowl
- Science Bowl
- Science Olympiad
- Skills USA
- Spanish Club
- Student Council
- Super Mileage Team
- Television Production Club
- Trap Club
- Trojan Leadership Council
- Trojan Tribune
- Yearbook

# Music, Drama, Speech

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## Band and Orchestra

- Concert Band
- Jazz Ensemble
- Pep Band
- Marching Band
- Percussion Ensemble
- Symphonic Band
- Wind Ensemble
- Chamber Orchestra
- Ninth Grade Orchestra
- Spring Orchestra

## Choir

- Bel Canto
- Cantori Choir
- Chamber Singers
- Concert Choir
- Madrigals
- Ninth Grade Men's Choir
- Ninth Grade Treble Choir
- Varsity Men's Choir
- Vive Voce

## Drama

- Black Box Plays
- Fall Musical
- One Act Play
- Senior Spotlight
- Spring Musical

## Speech

- Debate
- Speech

# Intramurals

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- Badminton
- Basketball
- Golf
- Table Tennis

# Competitive Athletics

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- Adaptive Athletics (Co-ed)
- Alpine Skiing (B & G)
- Baseball (B)
- Basketball (B & G)
- Cross Country (B & G)
- Dance Team (G)
- Football (B)
- Golf (B & G)
- Gymnastics (G)
- Hockey (B & G)
- Lacrosse (B & G)
- Nordic Skiing (B & G)
- Soccer (B & G)
- Softball - Fastpitch (G)
- Swimming & Diving (B & G)
- Synchronized Swimming (G)
- Tennis (B & G)
- Track and Field (B & G)
- Volleyball (G)
- Wrestling (B)

# Participation

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**Activities and Clubs**

1937 Opportunities

**Intramurals**

338 Opportunities

**Music, Drama, Speech**

1222 Opportunities

**Competitive Athletics**

2296 Opportunities

# General Information

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78% of WHS students are involved in at least one activity

Financial Assistance was provided for 110 participants

## Staffing

- 182 Full or Part-time Coaches; 46 Volunteer Coaches
- 29 Theatre Personnel
- 12 Music Personnel
- 63 Club & Activity Advisors/Coaches

# Achievements

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- On-line Registration for Activities & Athletics
- On-line Documents available for Athletics & Activities Advisors/Coaches
- MSHSL On-line Continuing Education requirement for Coaches
- MSHSL On-line Concussion Training for Coaches
- 2013-14 Coaches Professional Development - Transformational Coaching

# The Future

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Increased opportunities for students will require:

1. Hiring teachers in the District who are committed to working with students after school.
2. Increased facilities
3. Increased funding Arts, Activities & Athletics
4. Additional Administrative & Clerical staffing in the Activities Office

# Thank You

Questions



# West Metro Leadership Academy

**October 28, 2013**

**School Board Work Session**



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# The Need



- The Wallace Foundation’s research indicates that the principal’s effectiveness is only second to the teacher’s effectiveness in regards to student achievement.

“It is the work principals do that enables teachers to be effective – as it is not just what the teachers bring, but their ability to use what they know in a high-functioning organization, that produces student success”.

- Linda Darling-Hammond



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# And.....

*“When principals and teachers share leadership, teachers’ working relationships with one another are stronger and student achievement is higher.”*

- ***“Investigating the Links to Improved Student Learning”*** – University of MN; University of Toronto; The Wallace Foundation



# Background

- Started as a ‘287 Collaborative in December 2012
- Original Purpose Statement: Develop a successful “Emerging Leaders” professional development module that will enhance leadership capacity within individual districts and create a pipeline of future leaders – e.g. teacher leaders and future principals.



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# Districts Participating

- Eden Prairie
- Edina
- Hopkins
- Minnetonka
- Richfield
- Wayzata



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# Guiding Belief

“Leadership only succeeds if the leader brings other people along into the same vision, and they are all able to work together and trust one another.”

Jack Jennings, President of the  
Center on Educational Policy



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# Purpose

To provide an opportunity for current educators who are interested in **building their leadership capacity** specifically to:

1. Lead others through change;
2. Encourage and develop the strengths of colleagues; and
3. Build upon the strengths of the organization.



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# Desired Outcomes

1. Effectively establishes a climate based on relational trust and collaboration.
2. Effectively leads improvement efforts to drive organizational success.
3. Establishes a culture that encourages and supports individual growth that builds professional capacity.
4. Demonstrates cultural competence through leadership, culture and organizational decisions.
5. Utilizes multiple communication strategies to effectively engage others.
6. Establishes systems, processes and protocols for productive organizational management.
7. Engages in practices that promote and maximize personal and professional growth.



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# Format

- Cohort model
- Led by leadership experts experienced in the educational field
- Project-Based



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# Next Steps

- Marketing
- Application Deadline – Nov. 15
- Selection Process
- Cohort #1 Begins – January 30, 2014



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# What Are Your Questions?



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# West Metro Leadership Academy

Eden Prairie, Edina, Hopkins, Minnetonka, Richfield & Wayzata

## DESIRED OUTCOMES

### 1. Effectively establishes a climate based on relational trust and collaboration

- Establishes a climate of relational trust within which tough issues are identified and addressed
- Utilizes a shared leadership model to build capacity in others so all members are engaged to share the responsibility for outcomes
- Models integrity – consistently and dependably say what they do and do what they say
- Applies a collaborative (win/win) conflict resolution process whenever possible/appropriate
- Communicates to share information truthfully, admit mistakes, give and receive constructive feedback, maintain confidentiality and speak with purpose
- Coaches for success (proactive) rather than coaching for improvement (reactive)
- Listens with inquiry and curiosity versus advocacy
- Self-Reflects on professional growth opportunities

### 2. Effectively leads improvement efforts to drive organizational success

- Guides the use of data to identify improvement needs and measure success
- Employs improvement and change management processes
- Establishes clear individual and organizational goals in collaboration with others
- Engages stakeholders in identifying and implementing improvement efforts and strategies
- Builds consensus in decision making around effective strategies which will facilitate desired outcomes
- Helps individuals see personal impact on organizational success and outcomes
- Continuously seeks feedback to address concerns and modify efforts

### 3. Establishes a culture that encourages and supports individual growth that builds professional capacity

- Understands the value of providing feedback as a means to help people stretch their growth
- Motivates individuals to become engaged in the process
- Helps individuals recognize their strengths and build their individual leadership capacity
- Recognizes team member strengths and uses those individual strengths effectively
- Helps individuals develop abilities that unlock future opportunities
- Builds a learner mentality where individuals see themselves as professional learners
- Takes responsibility for developing a culture that fosters development

### 4. Demonstrates cultural competence through leadership, culture and organizational decisions

- Values racial and ethnic diversity
- Shall continue to develop knowledge and understanding about the history, traditions, values, family systems and artistic expressions of student population groups that are served
- Promotes instructional strategies that address the needs of diverse learners in the classroom
- Creates a welcoming atmosphere in which diverse perspectives are encouraged and appreciated
- Creates a service delivery model that reflects cultural diversity
- Work effectively in cross-cultural situations

<b>5. Utilizes multiple communication strategies to effectively engage others</b>
○ Practices effective communication using well-crafted and clearly articulated oral and written messages
○ Effectively communicates with a variety of audiences by matching tone, gestures, words, posture and facial expressions and focusing on the process of communication
○ Focuses on and models process listening versus content listening
○ Elicits formative and summative feedback from staff, district administrators and parents
○ Creates and implements a plan to improve communication based on feedback received
○ Positively engages and motivates staff in meeting district, site and individual goals
○ Ensures ongoing communication of district initiatives to those with a need to know

<b>6. Establishes systems, processes and protocols for productive organizational management</b>
○ Effectively facilitates and leads meetings to include agenda setting, purpose and desired outcomes
○ Understands various goal setting strategies and how to motivate staff towards the desired outcomes
○ Models effective skills in listening, speaking clearly and with purpose, and presenting/engaging staff
○ Understands how to clearly communicate various roles in building leadership and the responsibilities associated with these roles.
○ Proficient in proper documentation of student, staff and parent communications and understands the need for documentation.
○ Utilizes effective project management including, managing scope, quality, time, cost, risk, human resources and communications.
○ Understands when to collaborate and when to make a decision
○ Clarity on the administrative tasks of leadership related to human resources, finance, etc.

<b>7. Engages in practices that promote and maximize personal and professional growth</b>
○ Practices effective professional reflection
○ Is aware of, accesses, and implements emerging and established best curricular and operational practices
○ Seeks and incorporates professional feedback from stakeholders and colleagues
○ Shares and models new learning with multiple audiences
○ Recognizes and acknowledges the power of learning from new experiences that do not go as planned
○ Willing to take risks that lead to new professional learning

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - November 12, 2013 - 6:00 PM  
Wayzata City Hall  
600 Rice Street, Wayzata

### **AGENDA**

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS  
Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed. Consent Agenda Items are as follows:
  - A. Approval of Minutes
    1. Regular Meeting - October 14, 2013
    2. Special Meeting - October 28, 2013
  - B. Finance and Business Recommendations
  - C. Human Resource Recommendations
3. STUDENT CURRICULUM PRESENTATION
  - A. Student Presentations
4. RECOGNITIONS
  - A. November Employee of the Month -
  - B. Wayzata Public Schools Retirees - 2013-2014
5. REPORTS FROM ORGANIZATIONS  
This section of the agenda provides the opportunity for parent, teacher, and/or student associations/organizations to provide the School Board with reports/updates.
  - A. Student Council - Student Council Vice President
6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS
  - A. Superintendent
    1. RESOLUTION - American Education Week - November 18 - 22, 2013
  - B. Teaching and Learning
  - C. Finance and Business Services
    1. Monthly Financial Reports
  - D. Human Resource Services
7. OTHER BOARD ACTION
  - A. RESOLUTION - Canvassing Return of Votes of School District General Election of November 5, 2013
  - B. RESOLUTION - Authorizing Issuance Of Certificates Of Election And Directing The School District Clerk To Perform Other Election Related Duties
8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD  
This section of the agenda provides an opportunity for those who have called and placed their names on the list and for members of the audience to address the School Board.
9. BOARD REPORTS
10. NATIONAL MERIT SCHOLARSHIP SEMI-FINALISTS AND ESTEEMED TEACHERS
11. ADJOURN

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Work Session – October 28, 2013**

**AGENDA ITEM: 8. ADJOURN**

**COMMENTS BY: Board Vice Chair Hesby**

If there is no additional business before the School Board, the Chair will call for a motion to adjourn the meeting.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_