

Princeton Public Schools - ISD 477
Tuesday, February 2, 2016 at 7:00 PM
Regular School Board Meeting
District Office Board Room

Our vision

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

our mission

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. **PROCEDURAL ITEMS**
2. Call to Order and Pledge of Allegiance
3. Roll Call
4. Citizen Comments
5. **REPORTS**
 - a. Board Members Committee Reports
 - b. Student Council Report
6. **APPROVE AGENDA**
7. **DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES** 3
8. **CONSENT AGENDA**

The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.

 - a. Personnel 8
 - b. Gifts 9
 - c. Open Enrollment 11
 - d. Grant 12
9. **INFORMATIONAL ITEMS**
 - a. First reading of Policies #550, 610 13
 - b. Spanish Immersion 19
 - c. Crisis GO
10. **ACTION**

a. Proposed Italy trip	25
b. Weighted Grades	40
c. 2016-2017 Projected and General Class size Ranges	41
d. Calendar	45
e. Staffing Process	46
f. Bid Alternate for EC	48
11. FUTURE MEETING(s) INFORMATION	
12. ADDITIONS TO AGENDA	
13. ADJOURN	

Call to order and Pledge of Allegiance

The organizational meeting of the School Board of District #477 was called to order by Chair Deb Ulm on the **5th day of January, at 6:30 p.m.** in the District Office Board Room.

Roll Call: Members Present: Deb Ulm, Howard Vaillancourt, Chad Young, Chuck Nagle, Eric Minks, Jeremy Miller. Craig Johnson arrived at 6:35

Members Absent: None

ACT ON AGENDA

Motion made by Howard Vaillancourt, and seconded by Chad Young, to approve the agenda as presented. Motion passed unanimously

ELECT A SCHOOL BOARD CHAIR FOR 2016

Motion by Eric Minks seconded by Chad Young to nominate Jeremy Miller as the new school board chair. By a show of hands-Jeremy Miller, Chad Young, Eric Minks, Chuck Nagle. Those opposed: Deb Ulm, Howard Vaillancourt. Jeremy Miller was elected as the school board chair for 2016.

ELECT A SCHOOL BOARD VICE CHAIR

Motion made by Eric Minks to nominate Deb Ulm as Vice Chair. By a show of hands it was unanimous.

ELECT A SCHOOL BOARD CLERK- Eric Minks nominated himself as board clerk. By a show of hands it was unanimous.

ELECT A SCHOOL BOARD ACTING CLERK – Eric Minks nominated Chuck Nagle, Chuck Nagle declined. Eric Minks nominated Craig Johnson, Craig Johnson declined. Craig Johnson nominated Chad Young for acting clerk. By a show of hands it was unanimous.

ELECT A SCHOOL BOARD TREASURER- Eric Minks nominated Howard Vaillancourt. By a show of hands it was a unanimous vote.

BOARD COMPENSATION- Eric Minks made a motion that we raise the monthly stipend amounts for board members by \$50.00. Craig Johnson seconded the motion. Upon roll call the following voted for: Eric Minks, Craig Johnson. The following opposed: Deb Ulm, Howard Vaillancourt, Chad Young, Jeremy Miller, Chuck Nagle. Motion failed 2: 5. Eric Minks made a motion to raise the monthly stipend by \$25.00 and the committee meetings by 25.00 Upon Roll call the following voted for: Eric Minks, Craig Johnson. The following opposed: Deb Ulm, Howard Vaillancourt, Chad Young, Jeremy Miller, Chuck Nagle. Motion failed: 2:5. Chad Young made a motion for the compensation to remain the same for the 2016 school year. Seconded by Howard Vaillancourt. Upon roll call the following voted for: Eric Minks, Deb Ulm, Howard Vaillancourt, Chad Young, Jeremy Miller, Chuck Nagle. All Opposed: Craig Johnson. Motion passed 6:1

Depository- Motion by Chad Young, seconded by Howard Vaillancourt, to designate Bremer Bank; People's Bank of Commerce; Wells Fargo Bank; Minnesota School District Liquid Asset Fund; Citigroup;

PMA Securities/MnTrust; Sherburne State Bank; the PFM Group; Edward Jones and Spire Financial as official depositories. Motion passed unanimously.

Designate the Official School District Publication for 2016- Minnesota Statute requires that we designate an official school district publication. The criteria for such designation is met by the Princeton Union Eagle in our area. Therefore, the District Administration recommended The Princeton Union-Eagle Newspaper for the official school district newspaper for any District publication items. Motion passed.

Designate Bond Counsel for 2016- The school district has used Knutson, Flynn & Deans. The District Administration recommends their firm for our bond counsel in 2016, if needed. Deb Ulm made a motion to accept Knutson, Flynn & Deans for Bond Counsel. Eric Minks seconded the motion. Motion passed unanimously.

Designate Attorney for 2016- The school district has used Rupp, Anderson, Squires, & Waldspurger, and the District Administration recommends the firm for 2016. Deb Ulm made a motion to accept Rupp, Anderson, Squires, & Waldspurger for the District Attorney, Eric Minks seconded the motion. Motion passed unanimously.

School District Funds- Motion by Craig Johnson, seconded by Chad Young, to authorize the Director of Business Services and/or Designee to make short-term investments, deposits, transfers, and withdrawals from savings via wire transfers to other financial institutions, to make electronic fund transfers, and to sign stop-payments in accordance with existing Minnesota Statutes 123B.14, subdivision 1. Motion passed unanimously.

Lease, Purchase, and Contract for Goods and Services- Motion by Howard Vaillancourt, seconded by Craig Johnson, to authorize the Superintendent and Director of Business Services to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute 123B.52, subdivision 2. Motion passed unanimously.

Facsimile Signatures- Motion by Howard Vaillancourt , seconded by Craig Johnson, to authorize the Director of Business Services to use facsimile signatures for all school district checks and orders [and to authorize the Director of Business Services to use the 2015 facsimile signatures, if there are new members in the roles of: Chair, Clerk, and Treasurer, until a new signature plate is prepared. Motion passed unanimously.

ADJOURN - Chad Young made a motion seconded by Eric Minks to adjourn the meeting. Meeting was adjourned at 6:50 p.m.

Chair Jeremy Miller

Clerk Eric Minks

Recorder-Kari Plafcan

Call to order and Pledge of Allegiance

The regular meeting of the School Board of District #477 was called to order by Chair Jeremy Miller on the **19th day of January, at 7:00 p.m.** in the District Office Board Room.

Roll Call: Members Present: Jeremy Miller, Deb Ulm, Howard Vaillancourt, Craig Johnson, Eric Minks, Chuck Nagle and Chad Young

Members Absent: None

Others present: Superintendent Julia Espe, Director of Business Services Michelle Czech, Director of Teaching and Learning Julie Williams, Director of Community Education Gwen Anderson.

Commendations were handed out to the Fall activity participants.

Student Council Representative: None

Citizen Comments: Andrea Gerrard addressed the board on proposing student uniforms in the schools. She also presented the idea of the old South Elementary possibly becoming a peer tutoring center.

REPORTS

Board committee meeting(s) and School Events each Board member attended.

Howard Vaillancourt:	Project Oversight Committee, Employee Negotiations
Craig Johnson:	No Report
Chuck Nagle:	No Report
Deb Ulm:	Project Oversight Committee, Employee Negotiations, MSBA Leadership Conference, (2) Whole Life Challenge Kickoffs, Primary School Tour
Eric Minks:	Project Oversight Committee, Primary School Tour
Jeremy Miller:	(2) Agenda Planning Meetings, Whole Life Challenge Kickoff, Primary School Tour
Chad Young:	MSBA Leadership Conference, Employee Negotiations, Whole Life Challenge Kickoff, Primary School Tour
Superintendent Report:	Dr. Espe attended the Minnesota School Board Association conference and was impressed by the Princeton Jazz Band that performed there. The band students attended the Minnesota Institute of Arts after the performance. The Princeton Warriors from North Elementary were named State champions of Minnesota in a national robotics competition at the

elementary level.

There was a staff development day on January 18th.

APPROVE AGENDA

Motion made by Howard Vaillancourt seconded by Craig Johnson, to approve the agenda as presented . Motion passed unanimously.

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion by Chad Young and seconded by Craig Johnson, to approve the January 5th 2016 Regular Board meeting minutes as presented. Motion passed unanimously.

CONSENT AGENDA

Motion made by Craig Johnson and seconded by Howard Vaillancourt to to approve the consent agenda as presented: Personnel, Bills, Wire Transfers, Treasurer's Report, Enrollment and Board Committee Positions. Motion passed unanimously.

INFORMATION

Facilities Update – Ryan Hoffman from ICS Consulting gave an update on the current construction projects. All construction projects are progressing and are on schedule and there are no budget concerns at this time.

2016-2017 Projected and General Class Size Ranges - Michelle Czech reviewed Board approved class size ranges, current class size ranges and projected class size ranges. Enrollment projections and class size guidelines will be discussed and approved at the next meeting.

Staffing Process - Dr Espe discussed new staffing process guidelines for the remainder of 2015-2016 school year.

Weighted Grades - Julie Williams and Barb Muckenhirn provided an overview of weighted grades and the pros and cons of such.

2016-2017 Proposed School Calendar - Julie Williams presented on a possible revision to the 2016-2017 school calendar. The change would mean moving a professional development day from the beginning of the school year to October and adding a short break in the Spring. The last day of school for students would be June 7th.

ACTION ITEMS

Change Order – A motion was made by Eric Minks and seconded by Howard Vaillancourt to approve the change order request for the multi-purpose classroom addition at the high school for \$136,500.00. Upon roll call the following voted in favor, Howard Vaillancourt, Craig Johnson, Chad Young, Jeremy Miller, Chuck Nagle, Eric Minks, Deb Ulm. Motion passed unanimously.

Family Center/Do Bids – Ryan Hoffman from ICS Consulting discussed the bids that came in for the Family Center, Transitions Program and District Office Renovation. Actual cost came in at \$285,000 over the initial budget.

A motion was made by Deb Ulm and seconded by Chad Young to approve the recommendation that the District enter into a contract with Gopher State Contracting for the base amount of \$1,811,373.00 for the District Office/Family Center remodel. Upon roll call the following voted in favor: Howard Vaillancourt, Craig Johnson, Chad Young, Jeremy Miller, Eric Minks and Deb Ulm, voted against: Chuck Nagle. Motion passed 6:1.

Future Meetings -

Policy Meeting January 25th at 4:30 pm

Negotiations Team January 27th at 4:30 with Custodians and 6:30 with Secretaries

Finance Meeting February 2nd at 5:00 pm

ADJOURN - Eric Minks made a motion to close the regular meeting, Chad Young seconded the motion. Meeting was adjourned at 8:38 p.m.

Chair Jeremy Miller

Clerk Eric Minks

Recorder-Sonia Strickland

2.2.16

Name	Status	Job Title	Group	Replacing	Effective Date	Wage
Alfords, Kristin	FMLA	Food Service-NE	Food service	N/A	1.5.16-1.15.16	
Blick, Cliff	Resignation	Trap Head Coach-HS			1.19.16	
Davis, Paige	New Hire	Spanish Immersion-SE	PEA	N/A	2016-2017	\$38,405.00
Fay, Alexandra	Extra Duty	Afterschool Targeted Services	PEA	N/A	1.2016	32.00/HR
Haider, Deon	Extra Duty	Musical-MS		Dan Kellander	1.7.16	\$1,477.00
Haider, Deon	Extra Duty	Three Act/Full Length Play Director		Jade Joseph	3.1.16-4.30.16	\$2,585.00
Hunn, Lynn	Change of assignment	Para-Going to Princeton Alternative Services	Para	N/A	1.13.16	Stays the same
Kroska, Kari	FMLA	SpEd Nurse-HS	Individual	N/A	1.27.16	
Lehmann, Nicole	Extra Duty	Ms Musical		Courtney Bergstrom	1.7.16	
Lindberg, Erin	New Hire	Spanish Immersion-SE	PEA	N/A	2016-2017	\$38,405.00
Peterson, Kara	Extra Duty	Afterschool Targeted Services	PEA	N/A	1.2016	32.00/HR
Rogalski, Corrie	New Hire	Sped Para-HS	Para	Bill Bahlman (Temp Sub)	2.1.16-EOY	13.50/HR
Sievert-Rolf, Dawn	Retirement	School Nurse	PEA	N/A	5.31.16	
Stonestrom, Stella	Hew hire	SpEd Para-HS	Para	Sleeper, Orvold	1.25.16	13.50/Hr
Tigue, Michele	LOA-Extended	SpEd Teacher-SE	PEA	N/A	Leave extended to 2.22.16	

PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Princeton Health & Fitness

Description of gift: 1 Individual 3month membership

Pre-Condition, Condition, or Limitation on use:

None

How this gift specifically relates to the program or school:

USE FOR PRIZE on whole Life Challenge

This gift meets all requirements of Policy 706

Accepted Not Accepted Steven A
Principal or Director

Staff Name
Date: 1-19-16

Accepted Not Accepted Julia Espe
Superintendent

Date: 1.22.16

Accepted Not Accepted _____
School Board Chairperson

Date: _____

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 29, 2013

PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: EAST CENTRAL PORK PRODUCERS

Description of gift: MONETARY GRANT OF \$200.00 TO PURCHASE
PORK PRODUCTS USED IN FACS PROGRAMS

Pre-Condition, Condition, or Limitation on use:

MONETARY GRANT TO PURCHASE PORK PRODUCTS TO
TEACH CONSUMER EDUCATION, NUTRITION, MEAT COOKING
SKILLS, MEAT IDENTIFICATION, USING PORK PRODUCTS

How this gift specifically relates to the program or school: THE FACS DEPARTMENT
WILL USE THIS GRANT TO PURCHASE PORK PRODUCTS & IMPLEMENT
PORK COOKING SKILLS, NUTRITION & IDENTIFICATION INTO FOODS
COURSES - MEDIA & ADVANCED FOODS II.

This gift meets all requirements of Policy 706

Accepted Not Accepted Sarah Durch Staff Name
Bob Muckeb Date: 1-25-16
Principal or Director

Accepted Not Accepted Julia Espe Date: 1.27.16
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 29, 2013

Open Enrolled Students (Out/In) as of February 3, 2016

In/Out	Start Date	Resident Dist	Attending Dist	Grade	Reason Given
Out	1.15.16	Princeton	Sauk Rapids/Ric	11	survey sent

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

January 25, 2016

Julia Espe
Princeton School District
706 First Street
Princeton, MN 55371

RE: EC15-5244

Dear Dr. Espe,

Please find a check in the amount of \$7,000 as payment for the *Princeton Area Early Childhood Coalition* project. This check represents full payment on your grant award. As detailed in the grant agreement, you are expected to acknowledge the Initiative Foundation in any materials or programs with the following statement: "This project was funded in part by the Initiative Foundation, a regional foundation."

By accepting this award, you are agreeing to complete and submit the grant reports and complete the evaluation requirements as stated in the Letter of Grant Agreement. Please read the agreement carefully.

Thank you for your consideration of these matters. If you have any questions please feel free to contact me at 877/632-9255.

Sincerely,

A handwritten signature in cursive script that reads 'Tammy Filippi'.

Tammy Filippi
Early Childhood Associate

Enclosure

cc: Sarah Fritsch



Powering Possible

PRINCETON PUBLIC SCHOOLS ACADEMIC RECOGNITION PROGRAMS

It is the policy and practice of the school board to promote academic excellence. Furthermore, the board wishes to recognize those students who have demonstrated outstanding academic achievement. A recognition program of "School Board Scholars" is created to award students who meet the following standards: Academic Recognition Programs include:

High School

1. **School Board Scholars** - Students, after completion of eleven (11) trimesters of high school, whose Grade Point Average ranks them in the top 5% of their 12th grade class and have earned a minimum of twenty-four (24) credits while fully enrolled at Princeton High School, will be designated as School Board Scholars. The recipient and their parents will be recognized at a reception sponsored by the school board. Each recipient will receive an appropriate certificate recognizing their status as a School Board Scholar.
2. ~~**Honors** — A senior, after completion of eleven (11) trimesters of high school and whose cumulative Grade Point Average is 3.000 or greater, has earned a minimum of six (6) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the school year for which the award will be acknowledged, will earn the recognition of "Honors".~~
3. ~~**Special Honors** — A senior, after completion of eleven (11) trimesters of high school whose cumulative Grade Point Average is 3.500 or greater, has earned a minimum of six (6) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the school year for which the award will be acknowledged, will earn the recognition of "Special Honors".~~
4. ~~**Valedictorian and Salutatorian** — Seniors, after completion of eleven (11) trimesters of high school, whose Grade Point Average ranks number one (1) or number two (2), has earned a minimum of eighteen (18) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the junior year, will be declared the Valedictorian and Salutatorian, respectively.~~
2. Principal's List – full-time students earning 4.000 in any trimester receive a certificate
3. A Honor Roll – full-time students earning 3.5000-4.000 in any trimester receive a certificate
4. B Honor Roll – full-time students earning 3.000-3.499 in any trimester receive a certificate
5. Graduating with Honors
 - a. Summa Cum Laude (3.900-4.000) Gold Cord
Seniors, after completion of eleven (11) trimesters of high school, whose Grade Point Average is 3.900-4.000, has earned a minimum of eighteen (18) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the junior year, will wear a gold cord at graduation
 - b. Magna Cum Laude (3.700-3.899) Red Cord
Seniors, after completion of eleven (11) trimesters of high school, whose Grade Point Average is 3.700-3.899, has earned a minimum of eighteen (18) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the junior year, will wear a red cord at graduation
 - c. Cum Laude (3.500-3.699) White Cord

Seniors, after completion of eleven (11) trimesters of high school, whose Grade Point Average is 3.500-3.699, has earned a minimum of eighteen (18) credits while enrolled at Princeton High School, and was fully enrolled at Princeton High School on the first day of the junior year, will wear a white cord at graduation

6. Additional Graduation Recognition

a. Military Enlisted—Red, White and Blue cord

Seniors who are fully enlisted in one of the branches of the United States Military Service will wear a red, white, and blue cord at graduation

b. NHS Member—Royal Blue cord

Seniors who are current National Honor Society members will wear a royal blue cord at graduation

Middle School

1. **School Board Scholars** - Students, who are fully enrolled at Princeton Middle School, after completion of eight (8) trimesters of middle school, whose Grade Point Average ranks them in the top 5% of their 8th grade class, will be designated as School Board Scholars. The recipient and their parents will be recognized at a reception sponsored by the school board. Each recipient will receive an appropriate certificate recognizing their status as a School Board Scholar.

Definition: For the purpose of this policy, “fully enrolled” shall mean attendance during the approved school calendar and for all assigned classes and study halls in the Princeton Public Schools. This does include those enrolled in Post Secondary Enrollment Options (PSEO), after the minimum amount of credits, as stated, have been earned in the Princeton High School building.

Independent School District #477
Princeton, Minnesota 55371

Adopted: January 27, 1987
Revised: June 10, 1997
Revised: February 22, 2005

PRINCETON PUBLIC SCHOOLS

FIELD TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

It is the general expectation of the school board that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Every effort will be made to leave Sundays and Wednesday Evenings open so that students may participate in non-school activities. Any exceptions must be approved by the school board. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal, and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees)

C. Extended Trips

1. An extended field trip is any trip that covers more than 400 miles (round trip) or involves at least one overnight stay. An extended trip may be instructional or supplementary to the school curriculum. Exceptions to this policy may be granted as teams/individuals advance through MSHSL tournament play or in cases where a group/individuals advance as a result of winning an official school activity or competition, e.g., D.E.C.A., F.F.A., National Conventions or

Historical Events. These trips are subject to review and approval of the Superintendent and School Board.

2. Extended Field Trips may take place on a regular schedule in a rotation established by the staff and administrators.

3. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

III. REGULATIONS

A. All requests for extended trips and/or Sunday or Wednesday Evening trips are to be submitted to the superintendent on the Field Trip Request form.

B. The teacher/sponsor must first secure approval from the building principal. If approved by the principal, the plan is then to be submitted to the superintendent for approval and shall then be presented to the school board. **The principal will check with the activities director to ascertain if there are any conflicts to avoid.** Approval at each appropriate level is required before organizing with students.

C. Attending students must submit a permission slip/medical release signed by their parent or guardian. The slips are to be collected by the teacher/sponsor who is to file the slips with the building principal before the trip begins. Slips will define details of trip. No slip - no trip.

D. Safety instructions and conduct expectations shall be explained at a trip orientation meeting involving students, chaperones, and parents.

E. Proposals shall include plans for supervision. Supportive personnel or other adults (over 21) may act as chaperones. The recommended ratio is no less than 1 chaperone per 10 students. Background checks are required (see policy 404 Employment Background Checks).

F. The teacher/sponsor shall check to make sure insurance and liability coverage is available.

G. All trips are limited to a maximum of two school days' absence unless dates of participation are dictated by the event, making the limit impossible to meet.

H. All rules of school shall apply. In the event a serious discipline problem develops, the supervisor in charge shall contact the home and advise the parents of the problem and that the student may be returned home immediately at the parents' expense.*

*** This is to be noted on parent permission slips.**

I. All extended student field trips must conform to Princeton Public Schools Activities Program, Policy 510, and may not conflict with conference championship MSHSL sub-section, section or state tournaments.

J. Transportation shall be furnished through a commercial carrier or school-owned vehicle. In the event a private vehicle is approved for use, a certificate of insurance must be on file in the school district office.

IV. SCHOOL BOARD REVIEW

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy.

V. EXEMPTION

All non-curricular extended field trips shall operate through Community Education and shall be exempt from item B & I under Regulations - (seeking School Board approval and following policy 510). Community Education extended field trips must meet the following criteria:

- A. Be recreational in nature
- B. Be accessible to multi-age groups
- C. Be conducted outside of school day hours
- D. Follow all other Policy 610 regulations
- E. Be subcontracted through a certified second party travel company
- F. Be set up through Community Education and follow Dist. 477 CE Field Trip Procedures

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)

Minn. Stat. § 123B.37 (Prohibited Fees)

Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)

Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)

Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

Policy 404 (Employment Background Checks)

Policy 423 (Employee – Student Relationships)

Policy 506 (Student Discipline)

Policy 510 (Activities Program)

Policy 707 (Transportation of Public School Students)

Policy 709 (Student Transportation Safety Policy)

Policy 710 (Extracurricular Transportation)

Adopted: August 23, 1983

Revised: January 12, 1999

Revised: August 9, 2005

Revised: December 8, 2009

Revised: March 11, 2010

Revised: October 26, 2010

Revised: October 25, 2011

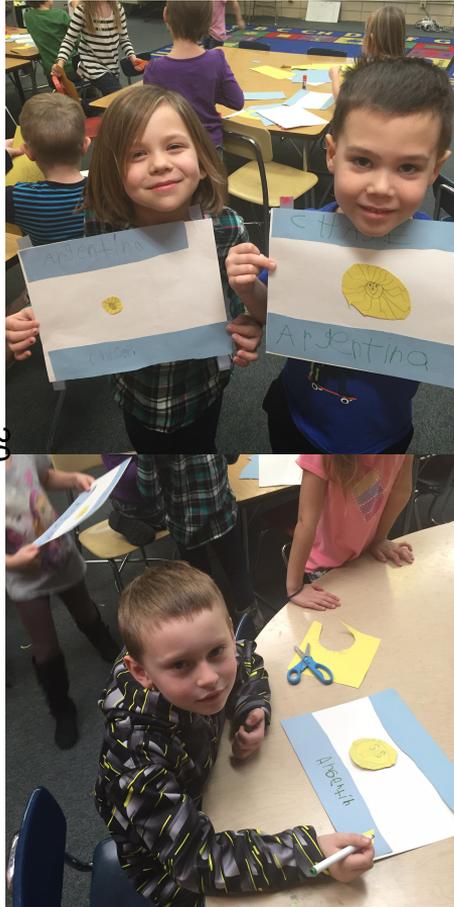
Revised: October 21, 2014
Revised: January 20, 2016



Princeton Public Schools

ISD477.org

Spanish Immersion Program
2015/16

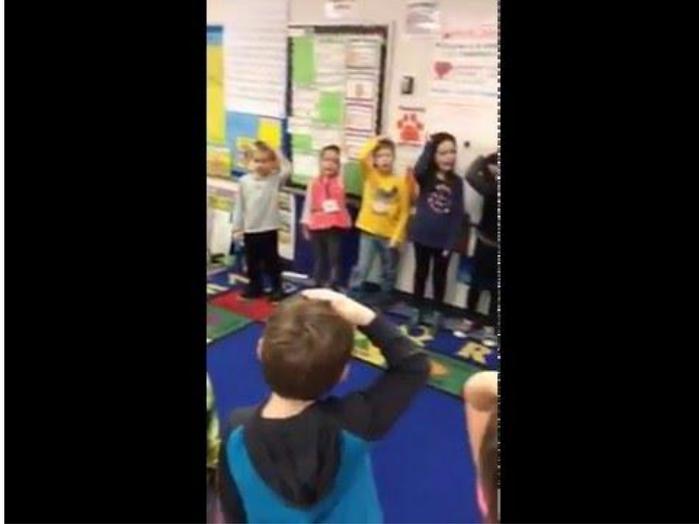


Why Spanish Immersion?

Research on Immersion Programs shows that students meet or exceed academic expectations in:

- Second language skills: Students functionally proficient in the immersion language and are able to communicate according to their age and grade level.
 - English language skills: Immersion students do as well or better than students in English-only classes.
 - Develop higher level thinking skills
 - Increase awareness and appreciation of other cultures
 - Achieve as well as or better than non-immersion peers on standardized tests in verbal and mathematical skills
-

Fun Facts about year one



Offered Pre-K (year before kindergarten only) and Kindergarten program

Pre-K has 9 students

Kindergarten has 40 students

Yimi Argueta spends am with pre-k and then goes to K in afternoons

What Worked

High levels of growth

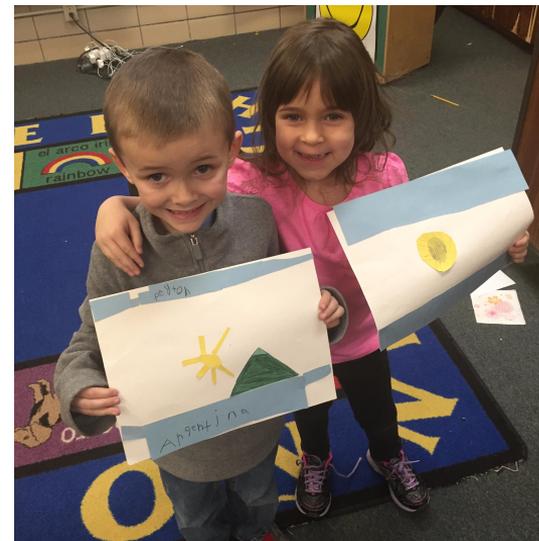
Cognitive complexity

Parent satisfaction

Student use of language

Evidence of resilience and adaptability

Evidence of those higher level thinking skills



Challenges we learned from

Dis-equilibrium causing challenging behaviors

Turnover in staff

Need for enrichment opportunities

Longer period of time for building classroom rituals and routines

Teachers' perspectives and what parents think about the program.

Teachers: Yimi Argueta/Kara Peterson/Angela Uhrich

Parents:

PRINCETON HIGH SCHOOL FIELD TRIP REQUEST FORM

Submit to Activities Director (activity-related & extended) or Principal (instructional & supplemental)

Name of Field Trip Supervisor: <u>FORVIN/BAXTER</u>	Name of group, club, or department: <u>HS MUSIC</u>
Descriptive name of this field trip? (i.e. FFA State Convention, college visit, Valley Fair Physics Day) <u>MUSIC Dept Italy Performance TOUR</u>	Destination: <u>Italy</u> Round Trip Miles: <u>10,557</u> (Attach mapquest map)
Number of Students expected to participate: <u>200</u> Number of Teacher/Advisor Chaperones: <u>25 (EXACT)</u> Number of adult volunteers/chaperones: <u>(Division TBD)</u>	Grade level/s of student participants: (circle all that apply) 9 <input type="checkbox"/> 10 <input checked="" type="checkbox"/> 11 <input checked="" type="checkbox"/> 12 <input checked="" type="checkbox"/>
Date of Departure: <u>3/23/19</u> Time of Departure: <u>TBD</u>	Date of Return: <u>4/3/19</u> Time of Return: <u>TBD</u>
School Hours Missed: (for single day trips) 1 2 3 4 <input checked="" type="checkbox"/> 5 (circle hours that apply) <input type="checkbox"/> outside the school day	# School Days Missed: (if more than one day) 1.5 2 2.5 3 3.5 4 other <u>TBD</u> <input type="checkbox"/> outside the school day
<input checked="" type="checkbox"/> No This field trip extends past 6:00 p.m. on a Wednesday.	<input checked="" type="checkbox"/> No This field trip occurs on a Sunday.

How will this field trip be funded? (Check all that apply.)

- Department budget (Code: _____)
- Students will be assessed a fee to cover transportation and/or registration/admission fee
- Students will pay for their own lunch
- Building funds are requested
- Grant funds (name of grant: _____)
- Outside group, booster club, individual, or agency funding (name: _____)

A. What is the purpose of this field trip? (choose 1 CATEGORY only)

- CATEGORY A: Instructional** (policy 610: takes place during the school day, relates directly to a course of study) (Section F of this form is required for instructional trips) (check all that apply)
 - Required for all students enrolled in the course
 - Only students in selected section/s of this course will participate
 - Students participate by choice

- CATEGORY B: Supplemental** (policy 610: students voluntarily participate, usually take place outside the regular school day) (check all that apply)
 - All students in a course or club/activity will participate
 - Students participate by choice or selection
 - This is an enrichment opportunity

- CATEGORY C: Extended** (policy 610: trip that covers more than 400 miles round trip, or involves at least one overnight stay) (check all that apply) **ATTACH ITINERARY**
 - Regional or state level competition, training or meeting
 - have qualified
 - anticipating to qualify
 - Selected or invited to participate in honorary event or competition
 - have been invited or selected
 - have applied to be invited or selected
 - will apply to be invited or selected

E. What are the estimated costs of the field trip? (If codes are unknown, leave blank. Complete cost estimate calculations.)

I. **Transportation Code:** _____
 # of round trip miles _____ X \$1.45 = \$ _____ # of hours _____ X \$17.34 = \$ _____
 # of buses needed _____ X the combination of the two subtotals above = \$ _____ (A)

II. **Lodging Code:** _____
 # of rooms _____ X # of nights _____ = total rooms _____ X cost of room _____ = \$ _____ (B)

III. **Registration Code:** _____
 # of students _____ X cost of registration _____ = \$ _____ (C)
 # of adults _____ X cost of registration _____ = \$ _____ (D)

IV. **Substitute Code:** _____
 # of teachers needing a substitute _____ X # of hours _____ X \$25 (approx) = \$ _____ (E)
 OR
 # of teachers needing a substitute _____ X # of days _____ X \$125 (approx) = \$ _____ (F)

V. **Meals Code:** _____
 # of students & adults _____ X approximate cost of meal _____ X # of meals = \$ _____ (G)

TOTAL ESTIMATED COST OF FIELD TRIP (Add A-G): \$ 3832.00 / student

F. Complete this section for instructional field trip requests.

1. Name of course: _____

2. What critical content statement does this field trip align to? # _____
 It does not align to any critical content statements.

4. Is this trip part of this course for all course sections regardless of the teacher or the trimester in which is it taught?
 Yes
 No (Provide explanation below) *no: conflicts will occur for students as teams & individuals advance in sports & activities.*

Date Received (Office): _____

G. Building Administrative Review <i>[Signature]</i> Activities Director Signature	<u>4/15/16</u> Date	Approved <input checked="" type="checkbox"/>	Not Approved <input type="checkbox"/>
<i>[Signature]</i> Principal Signature	<u>4/15/16</u> Date	Approved <input checked="" type="checkbox"/>	Not Approved <input type="checkbox"/>
District Review for Extended Trips	_____	Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>
Superintendent Signature	Date	Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>
School Board Chairperson Signature	Date	Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>

FIELD TRIP CHECKLIST

Initial each item indicating it has been completed. Indicate "NA" if an item does not apply.

- 1. _____ Submit field trip request **with transportation request**
to principal (for instructional or supplemental)
or to activities director (for clubs/student activities/athletic and extended)
- 2. _____ Transportation form faxed to bus co.
- 3. _____ Transportation form submitted to admin. WITH
the field trip request
- 4. _____ Arrangements for student medication/health concerns
- 5. _____ Parent permission forms
Provide school box lunch option and submit that information to food service
- 6. _____ Chaperones (non-employees) cleared to attend --
provide instructions to chaperones for online background check
- 7. _____ Arrangements for special education students
- 8. _____ Email teachers with date and students attending
a week in advance or as early as possible
- 9. _____ On day of departure, submit final list of students
attending to Jackie Lindenfelser.
(If not possible, submit as close to departure as possible.)

Field Trip Advisor Signature and Cell Phone Number

Today's Date

**SUBMIT THIS CHECKLIST WITH LIST OF STUDENTS TO JACKIE LINDENFELSER
ON DAY OF DEPARTURE**



Princeton High School Band and Choir
Jim Baxter and Mark Potvin, Directors
Performance Tour of Italy
March 23 – April 3, 2019

Inclusions – 12 Day Tour

November 2, 2015

Transportation

- Round-trip airfare from Minneapolis to Rome, Italy with return from Milan, Italy
- Air taxes and fuel surcharges (estimated at \$634.00)
- Transportation via deluxe motorcoach for all transfers and touring in Europe

Accommodations & Meals

- Accommodations in superior three-star hotels – 10 nights
 - Sorrento – 3, Rome – 3, Montecatini Terme – 3, Milan – 1
- Continental breakfasts – 10
- Dinners – 10
 - Including one oil tasting and dinner at an olive grove and vineyard in Tuscany

Performances

- Promoted concerts – 3
 - Sorrento area
 - Rome area
 - Montecatini Terme area
- Mass Participation – 1
 - St. Peter's Basilica or similar

Sightseeing & Activities

- All sightseeing as shown in itinerary
- City tours with local guides in Pompeii, Rome (x3), Florence, Lucca and Milan
- City visits to Ravello, Amalfi, Positano, Siena and Pisa
- Attractions: Pompeii Archeological Site, Colosseum, Roman Forum, Roman Catacombs, Pantheon, Vatican Museums and Sistine Chapel, St. Peter's Basilica, Pisa's Field of Miracles, Florence Duomo and Baptistery and the Accademia Gallery

Additional Inclusions

- Services of a Gateway Tour Manager throughout tour upon arrival in Italy
- English-speaking European tour leader throughout tour (one per coach)
- Free trips including airfare, based on double occupancy rate as outlined in pricing section
- Gratuities to European drivers and local guides
- All taxes and gratuities on inclusive services with the exception of your Gateway Tour Manager
- Group Travel Insurance - Basic Travel Protection Plan (Plan #1)
- Professional Liability Insurance Coverage carried by Gateway Music Festivals & Tours, Inc.
- Luggage tag for each checked bag
- Copy of tour itinerary and international travel information for each passenger
- "My Gateway" online passenger registration program
- "My Gateway" individual payment processing (optional)
- Airport send-off assistance
- Tour manual for Director and/or Tour Coordinator
- Pre-departure meeting with a Gateway representative

Non-Inclusions

- Transportation to and from your local airport
- Porterage of luggage at hotels or airline skycaps
- Airline baggage fees (checked luggage, instruments or overages)
- Storage facilities at your hotel
- Instrument or equipment rental
- Instrument truck
- Lunches
- Beverages at evening meals
- Increases in air taxes and/or fuel surcharges
- Foreign exchange rate adjustment(s)



Princeton High School Band and Choir
Performance Tour of Italy
March 23 – April 3, 2019

Proposed Itinerary – 12 Day Tour

Day One – Saturday, March 23, 2019

Depart Minneapolis/St. Paul

Departure Depart from Minneapolis today for your performance tour of Italy.

Day Two – Sunday, March 24, 2019

Arrive Rome – Sorrento

Arrival Arrive in Rome, Italy, clear customs, and claim your luggage. Meet your Gateway Tour Manager and your English-speaking European tour leader, who will be with you for your entire tour to handle travel and performance arrangements.

Transfer Travel from Rome to Sorrento after your arrival. The journey will take around 3 hours without stops. Depending on your flight arrival time, you may have free time prior to checking in at your hotel.

Meals Dinner
Overnight Sorrento

Day Three – Monday, March 25, 2019

Pompeii – Sorrento

Pompeii City Tour Today's excursion brings you to Pompeii, a ruined Roman city near modern Naples. Pompeii was completely buried during a catastrophic eruption of the volcano Mount Vesuvius in 79 AD. The city remained lost for 1,600 years before its accidental rediscovery in 1748. Since then, its excavation has provided an extraordinarily detailed insight into the life of a city at the height of the Roman Empire.

Free time The afternoon is at your leisure for lunch on your own and sightseeing around Sorrento.

♪ Promoted Concert Perform a promoted concert in Sorrento or the surrounding area.
Promoted concert venues may include school or community auditoriums, concert halls, churches or outdoor stages. Concerts may be independent, comprise part of a concert series, benefit a local charity or include a local ensemble. Typical lengths range from 45-90 minutes. Audiences are attracted through promotion. Promotion varies by location and may include posters and flyers, event listings, invitations and press releases to radio stations and newspapers.

Meals Continental breakfast; dinner
Overnight Sorrento



Day Four – Tuesday, March 26, 2019

Amalfi Coast – Sorrento

Amalfi Coast excursion	Today you will take a trip around the famous Amalfi Coast, home to some of the most beautiful and scenic coastline in the world. You'll make stops to have leisure time in the towns of Ravello, Amalfi and Positano.
Free time	There will be free time in each of the stops along the Amalfi Coast for you to shop, sightsee and have lunch on your own.
Meals	Continental breakfast; dinner
Overnight	Sorrento

Day Five – Wednesday, March 27, 2019

Sorrento – Rome

Transfer	Check out of your hotel in Sorrento and transfer to Rome. The journey will take around 4 hours with a stop made for lunch on your own.
Rome	Rome, the capital city of Italy, is home to more than 2.7 million residents. Today it is one of the most important tourist destinations in the world – its incalculable number of archaeological and artistic treasures, charming traditions, beautiful geography, and magnificent villas attract between 7 and 10 million tourists every year. Rome had a major impact in music history and continues to be an important musical center to this day.
♪ Promoted Concert	Perform a promoted concert in Rome or the surrounding area.
Meals	Continental breakfast; dinner
Overnight	Rome

Day Six – Thursday, March 28, 2019

Rome

Ancient Rome Tour	A Roman city guide will bring you to the famed Colosseum and through the ancient Roman Forum (entrances included). With the capacity to seat 50,000 spectators, the Colosseum was used for gladiator contests and public spectacles. It is considered one of the greatest examples of Roman architecture and engineering. The nearby Roman Forum contains the ruins of what was once the political, social and economic center of the Roman Empire.
Roman Catacombs	This afternoon make a visit to the Roman catacombs. These ancient burial grounds are home to some of the most important early Christian art, some dating from the 4 th century. After your visit, you will head to the Pantheon where you may have a chance to sing one song inside (subject to permission that day).
Meals	Continental breakfast; dinner
Overnight	Rome

Day Seven – Friday, March 29, 2019
Rome

Vatican City Tour	Nestled within the city of Rome, the Vatican is the smallest country in the world. A guided tour includes St. Peter's Basilica, the Vatican Museums and the Sistine Chapel, with ceilings adorned by Michelangelo's restored masterpieces. Please wear or bring clothing to cover your shoulders for your visit to St. Peter's Basilica.
Free Time	You'll have free time for lunch on and some sightseeing this afternoon.
♫ Mass	Your choir may have the opportunity to participate in a Mass at St. Peter's Basilica in the Vatican (subject to availability). If St. Peter's Basilica is unavailable, your choir may perform Mass at another historic church, basilica or cathedral in Rome.
Meals	Continental breakfast; dinner
Overnight	Rome

Day Eight – Saturday, March 30, 2019
Rome – Siena – Montecatini

Transfer	Check out of your hotel in Rome and transfer to Siena this morning. The journey will take around 2 hours without stops.
Siena	Surrounded by olive groves and vineyards, Siena is one of the most beautiful cities of Tuscany. Set on three hills, the city is drawn together by winding alleyways and steep steps. At its heart is the Piazza del Campo – an enormous, shell-shaped piazza famous for its semi-annual horse race called the Palio. Your tour leaders will show you the highlights of Siena on a walking orientation.
Free time	The afternoon is at your leisure to have lunch and sightsee around Siena.
Transfer	Continue on to Montecatini Terme. The journey will take around 2 hours without stops.
Montecatini	Arrive in Montecatini, a charming town in the heart of Tuscany known for its thermal spas and convenient location near Florence. If time allows, take a ride up the funicular to Montecatini Alto, the quiet medieval village on the hilltop (cost not included).
Meals	Continental breakfast; dinner
Overnight	Montecatini Terme

Day Nine – Sunday, March 31, 2019
Florence – Montecatini

Transfer	Transfer into Florence this morning. The journey will take around 45 minutes.
Florence City Tour	Your guided walking tour of Florence brings you past the Santa Maria del Fiore Cathedral with its immense dome, Giotto's Belltower, and the Baptistery's "Gates of Paradise" by Ghiberti. Entrance is included to the Accademia Gallery, which houses Michelangelo's <i>David</i> .
♫ Promoted Concert	Perform a promoted concert in Montecatini Terme or the surrounding area.
Meals	Continental breakfast; dinner
Overnight	Montecatini Terme



Day Ten – Monday, April 1, 2019**Pisa – Lucca – Montecatini**

Transfer	Travel to Pisa this morning. The journey will take around 1 hour.
Pisa	Visit Pisa's <i>Campo dei Miracoli</i> (Field of Miracles), where the Cathedral, Baptistry, Camposanto and iconic Leaning Tower form one of Italy's most outstanding architectural complexes. When the Leaning Tower was completed in 1350, its foundations were already sinking. Enjoy time for a photo opportunity by the Leaning Tower (entrance not included).
Lucca City Tour	Visit the town of Lucca, one of Italy's finest medieval treasures. A local guide will lead you around the charming pedestrian streets lined with palaces, towers and churches. During your free time, you can walk along the impressive medieval city walls surrounding the town.
Free time	You'll have free time for lunch on your own.
Olive grove dinner	Enjoy a leisurely evening of beautiful scenery and a tasting of one of Tuscany's most important products, genuine olive oil. Your tour will include an informative olive oil tasting to learn how to recognize quality oils from the many inferior products. Dinner will be served after the visit.
Meals	Continental breakfast; dinner
Overnight	Montecatini Terme

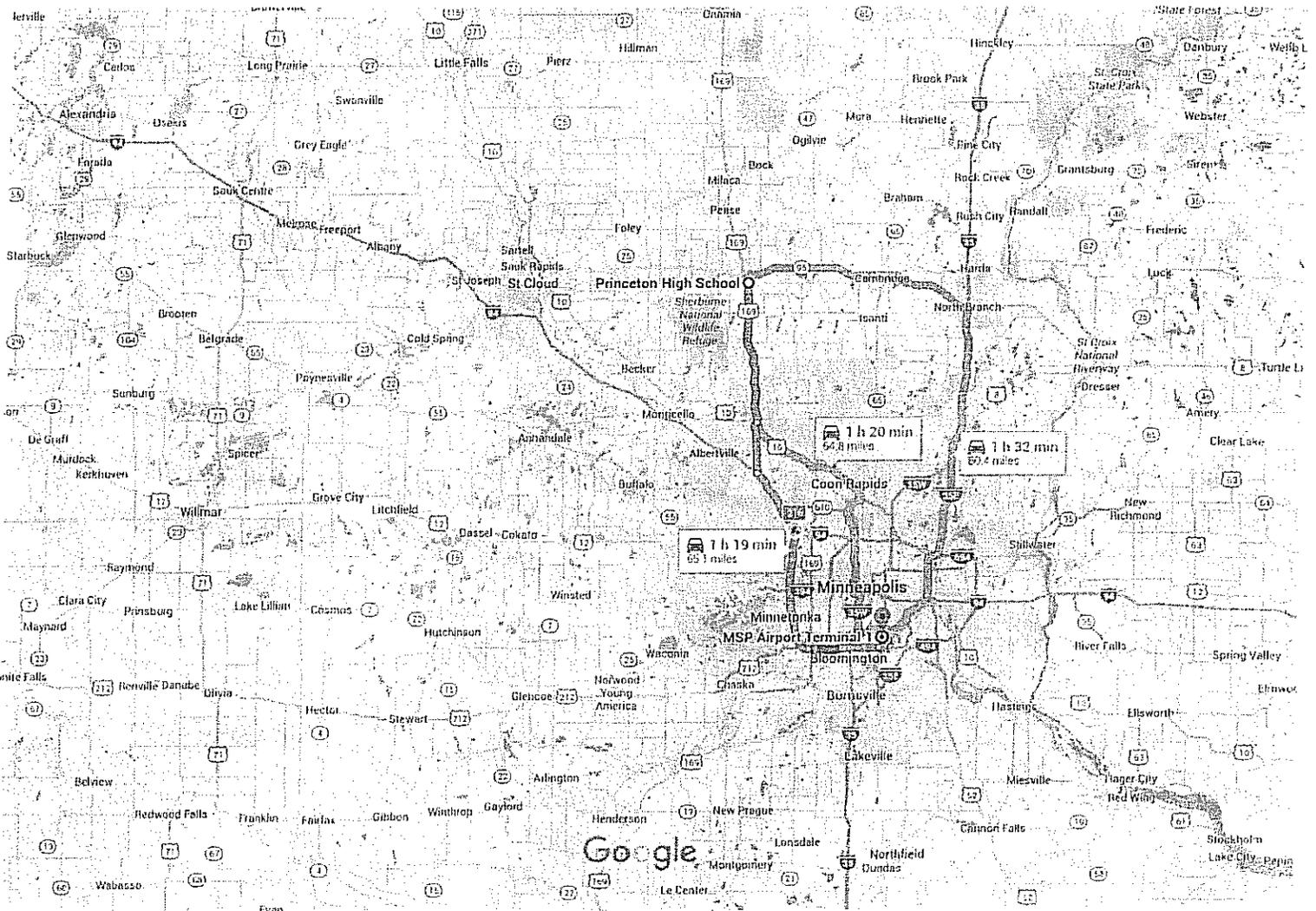
Day Eleven – Tuesday, April 2, 2019**Montecatini – Milan**

Transfer	Check out of your hotel in Montecatini Terme this morning and transfer to Milan. The journey will take around 4 hours with a stop made for lunch.
Milan	Arrive in Milan, Italy, recognized as a world fashion and design capital, with a major influence in commerce, industry, music, sport, literature, art, and media. The city has a particularly famous musical (especially operatic) tradition, being the home of several important composers (Giuseppe Verdi, for example) and theatres.
Milan City Tour	Your guided tour of Milan's historic center starts in the Piazza del Duomo (Cathedral Square). Visit Milan Cathedral, a Gothic masterpiece and the second largest church in Italy after St. Peter's in Rome. Next door is the Galleria, a covered double arcade formed of two glass-vaulted arcades at right angles intersecting in an octagon. Walk through the Galleria to the Piazza della Scala.
Meals	Continental breakfast; dinner
Overnight	Milan area

Day Twelve – Wednesday, April 3, 2019**Depart Milan – Arrive Minneapolis/St. Paul**

Departure	Transfer to the airport for your return journey. You will arrive in the United States later this afternoon.
Meals	Continental breakfast

This is a sample itinerary and is subject to change. Performance venues may be subject to availability and/or acceptance.

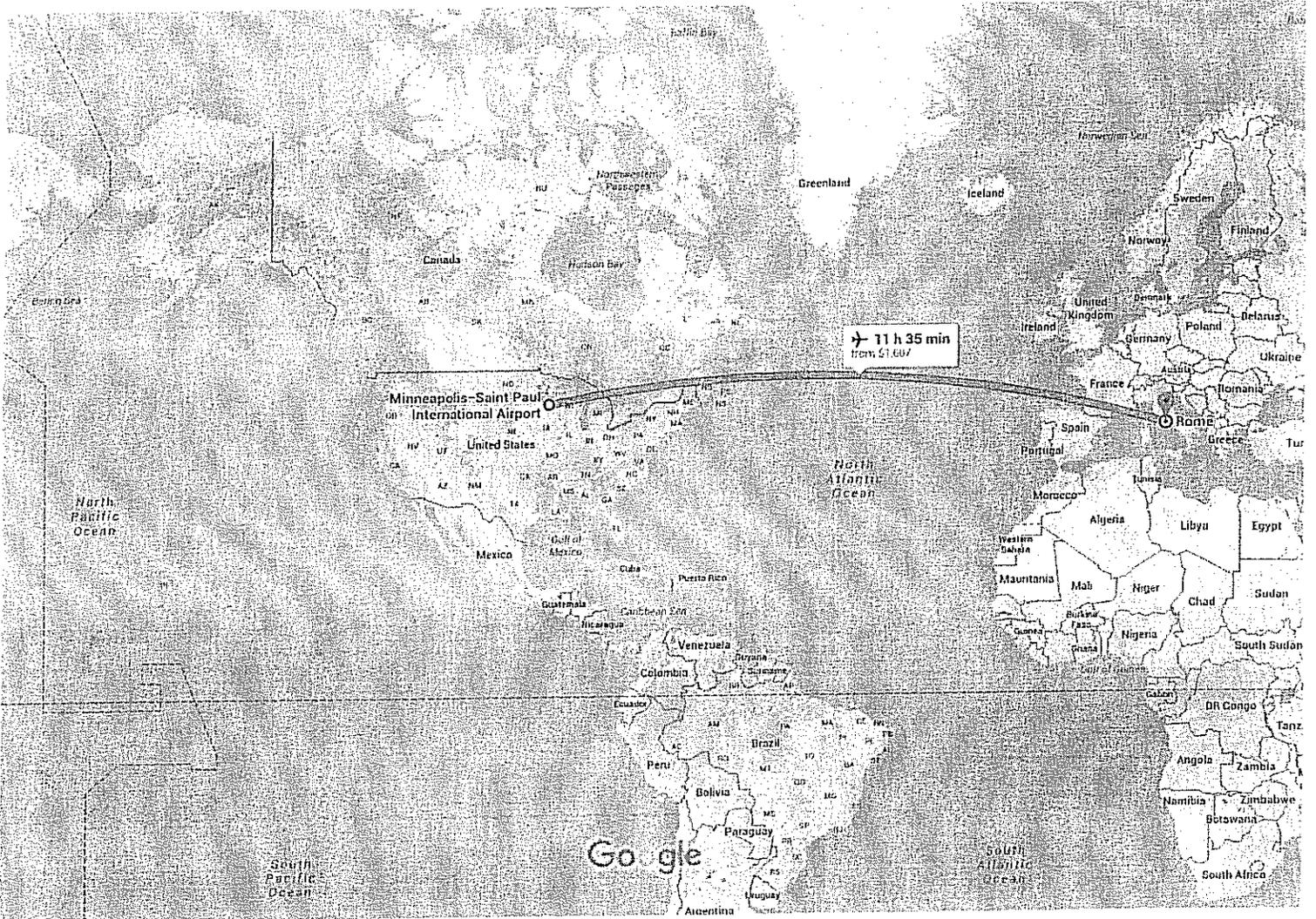


Map data ©2015 Google 10 mi

- 
via I-494 S
1 h 19 min
1 h 7 min without traffic
65.1 miles

- 
via US-10 E
1 h 20 min
1 h 11 min without traffic
64.8 miles

- 
via MN-95 E, I-35 S and I-35E S
1 h 32 min
1 h 27 min without traffic
80.4 miles



Map data ©2015 Google, INEGI 1000 mi

 **Minneapolis, MN–Rome, Italy**
Connecting (1 or more stops) 11 h 35 min+
Round trip price, Jan 8 – 12 from \$1,607
Virgin Atlantic, Air France, Alitalia...
 [See results on Google Flights](#) Sponsored



Map data ©2015 GeoBasis-DE/BKG (©2009), Google, Inst. Geogr. Nacional 50 mi



via E45

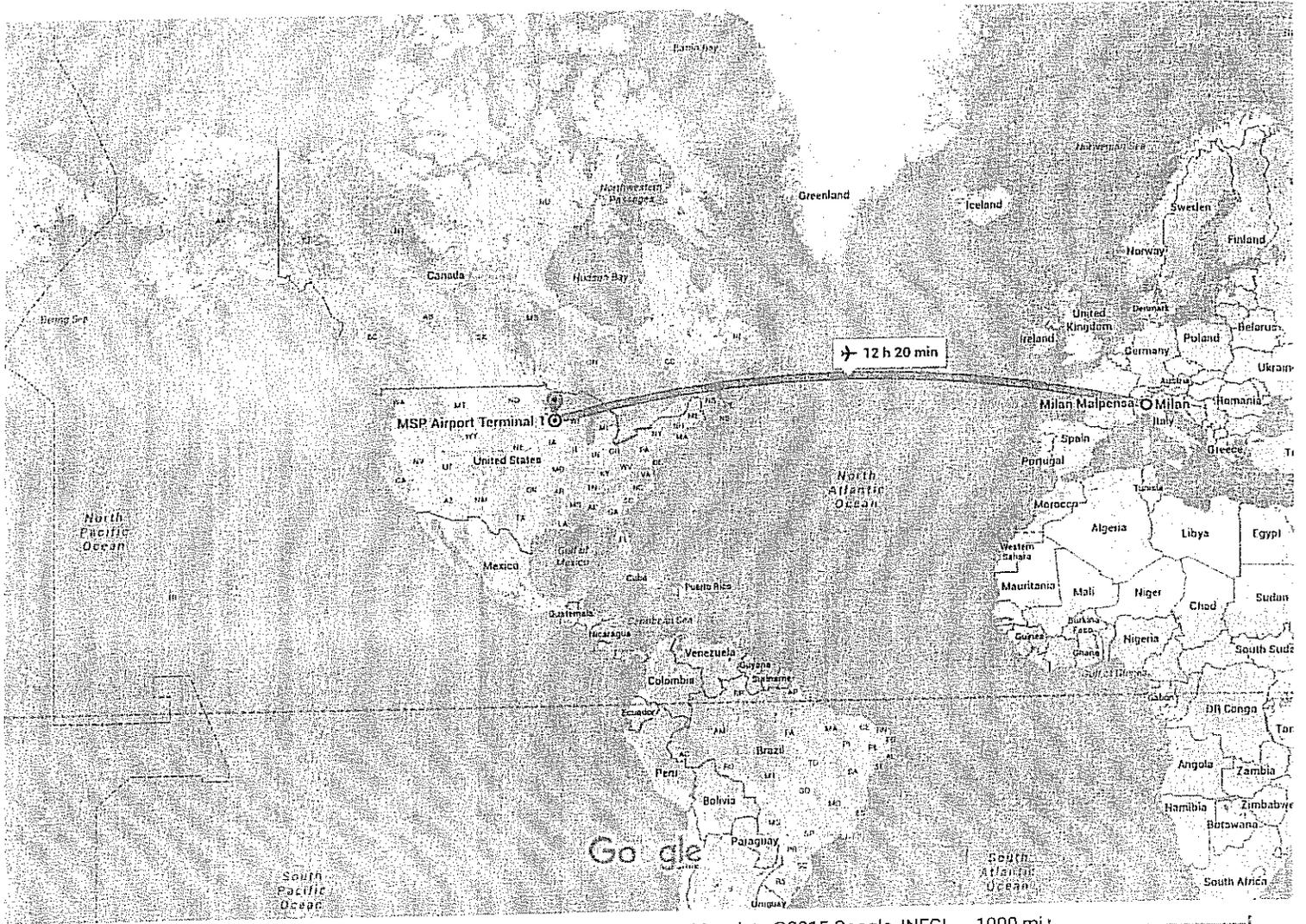
14 h 56 min

14 h 56 min without traffic

1,042 km

⚠ This route has tolls.

Google Maps Milan, Metropolitan City of Milan, Italy to MSP Airport Terminal 1



Milan, Italy—Minneapolis, MN

Connecting (1 or more stops)

Alitalia, Delta, Air France...

See results on Google Flights

12 h 20 min+

Sponsored

Weighted Grades Overview

The high school gathered information from surrounding districts and compiled pros and cons for weighted grades. Information found in, in general, about schools in Minnesota that weight grades:

- some weight grades, some don't (it is unclear what percentage on either side)
- some weight only AP or IB courses
- some weight AP, CIS and Honors courses
- few, if any, weight PSEO or online courses
- many colleges un-weight GPA

Pro and Con Viewpoints

Pros:

- The primary rationale for weighting grades is to encourage students to take challenging advanced courses. Offering the opportunity for students to earn higher than a 4.0 can entice a student to take a class in which they may not anticipate earning their usual "A", but that they should take to prepare themselves for the rigor of college.
- Weighted grades are also seen as a reward for students who choose to take rigorous classes.
- It is possible that weighted grades may assist in distinguishing between very high achieving students, helping to alleviate multiple valedictorians or reducing the number.

Cons

- Weighted grades may discourage students from taking non weighted classes that are valuable.
- Weighted grades could allow students to feel they don't need to work as hard for an "A" because a "B" earns them the same as an "A" in other classes.

Important Considerations

- Colleges are reporting less interest in class rank and more interest in the courses students choose to take in high school.
- Setting criteria for determining how and which classes are weighted is critical. If this system is adopted partly with the college admissions eye in mind, we should be careful to not overuse the weighted grade.
- Many high schools that weight grades only award this incentive to AP and in-house college courses, not those taken at PSEO sites. This is done to encourage students to remain at the high school.
- Keep it simple. Set up the system so it is easy for students, parents, colleges, and staff to understand how to convert back to a 4.0 scale.

Recommendation

The Teaching & Learning Board Committee met and discussed weighted grades at the 12/17/15 meeting and felt offering weighted grades is a good option for encouraging students to take more rigorous courses. The committee is recommending that we go forward with weighted grades for CIS and AP courses. The committee wants to see the weighted grading starting 2016-2017.

ENROLLMENT GRAPHS & TABLES

12/3/2015

PRINCETON

477

Method

The selected History for Tables & Graphs was: **END OF YEAR A.D.M.**

with *Ratio 6th Yr*

(13)

	Enrollment History							Enrollment Projections				
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Pre-K	22.5	20.4	19.1	24.7	28.4	27.3	26.4	26.7	27.8	25.2	25.1	25.0
K	237.1	238.4	260.1	230.5	222.9	228.8	216.8	219.7	228.4	206.9	205.8	205.0
1	261.7	239.0	247.4	258.7	242.2	221.6	242.6	222.1	225.0	234.0	211.9	210.8
2	258.1	264.9	228.0	240.2	249.0	249.8	230.5	241.5	221.0	223.9	232.9	210.9
3	277.4	260.3	261.0	223.3	230.3	243.3	259.3	228.5	239.4	219.1	222.0	230.8
4	256.5	281.8	262.9	256.3	223.5	236.4	246.4	261.4	230.3	241.3	220.8	223.7
5	274.7	260.0	282.9	263.1	255.7	227.5	239.4	248.3	263.4	232.1	243.1	222.5
6	276.1	275.2	260.6	278.0	262.9	254.3	217.1	236.8	245.6	260.5	229.6	240.5
7	259.7	276.9	271.8	257.9	268.0	264.3	249.5	214.6	234.1	242.8	257.5	227.0
8	265.4	260.7	285.3	252.4	256.9	267.3	253.7	246.0	211.6	230.8	239.4	253.9
9	252.2	273.6	262.4	273.9	257.9	265.6	269.6	256.3	248.5	213.8	233.2	241.9
10	263.3	244.1	269.4	253.6	264.9	249.0	249.0	260.1	247.3	239.8	206.2	225.0
11	246.8	247.7	226.8	248.4	247.1	239.4	226.0	231.5	241.8	229.9	222.9	191.7
12	236.3	238.0	238.1	206.2	234.9	233.6	231.8	214.4	219.7	229.4	218.2	211.5
K-12	3365.1	3360.5	3356.5	3242.4	3216.0	3180.9	3131.7	3081.2	3056.1	3004.4	2943.6	2895.4
Pre K-12	3387.6	3380.9	3375.5	3267.1	3244.4	3208.2	3158.1	3107.9	3083.9	3029.5	2968.7	2920.4
% Change K-12		-0.14%	-0.12%	-3.40%	-0.81%	-1.09%	-1.55%	-1.61%	-0.81%	-1.69%	-2.02%	-1.64%

CLASS SIZE RANGE GUIDELINES

- Springs of 2013 and 2014 and 2015
- Administrators and Board Approved
 - Kindergarten- 19-21
 - 1st Grade- 20-23
 - 2nd & 3rd Grade- 22-25
 - 4th & 5th Grade- 23-26
 - 6th through 8th- 25-30
 - 9th through 12th- 25-30

CLASS SIZE RANGE GUIDELINES

Grade	Guideline	2016 Actual	2017 Estimated	2016 Teaching
Primary School				
Kindergarten	19-21	19	220	11
1st Grade	20-23	22	222	11
2nd Grade	22-25	23	242	9
Primary Total			684	31
Intermediate School				
3rd Grade	22-25	23	229	11
4th Grade	23-26	25	261	10
5th Grade	23-26	26	248	9
Intermediate Total			738	30
Middle School				
6th-8th Grade	2015-16 Est. Enroll		720	35
6th-8th Grade	25-30	28	697	35
High School				
9th-12th Grade	2015-16 Est. Enroll		976.4	44.66
9th-12th Grade	25-30	23	962	44.66
9th-12th Grade	To Bring into guidelines		962	

Estimated Class 2017 Estimated Estimated

20	20 11
20	22 10
27	24 10
	31

21	24 10
26	25 10
28	25 10
	30

20.6	
19.9	20.6 34

21.9	
21.5	21.9 44
	24.9 39

Princeton Public Schools

2016-2017 School Calendar

July 2016						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

-  School Closed
-  Late Start Day
-  Last Day of Trimester

-  Staff Development Day
-  First and Last Day of School

Aug 29-31	New Teacher Workshop
Sep 5	Labor Day
Sep 6-8	Staff Development Days
Sep 12	First Day of School for Students
Sep 27	Late Start Day
Oct 20-21	MEA--No School for Staff/Students
Oct 28	Staff Development Day--No School for Students
Nov 17	Late Start Day
Nov 24-25	Thanksgiving Break--No School for Staff/Students
Dec 1	Last Day of Trimester 1
Dec 2	Staff Development/Grading--No School for Students
Dec 26-Jan 2	Winter Break--No School for Staff/Students

Jan 16	Staff Development Day--No School for Students
Feb 1	Late Start Day
Feb 20	President's Day--No School for Staff/Students
March 3	Last Day of Trimester 2
March 6	Staff Development/Grading--No School for Students
March 7	Staff Development Day--No School for Students
March 20	Late Start Day
April 13-17	No School for Staff/Students
May 29	Memorial Day--No School for Staff/Students
June 7	Last Day of School/Trimester 3
June 8	Staff Development/Grading--No School for Students



PRINCETON PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 477
706 First Street, Princeton, MN 55371
763.389.2422 ISD477.org

Dr. Julia Espe, Superintendent 763.389.6190
Michelle Czech, Director of Business Services 763.389.6183
Stacie Vos, Director of Human Resources 763.389.6181
Julie Williams, Director of Teaching & Learning 763.389.7278
Eric Simmons, Director of Technology 763.389.6163
Erin Dohrmann, Special Education Coordinator 763.389.6191
Gwen Anderson, Director of Community Education & ECFE Coordinator 763.389.6199

To: School Board Members

From: Stacie Vos, Director of Human Resources

Re: Staffing Process Guidelines for the remainder of 2015-2016 school year

Date: January 15, 2016

Rationale:

In an effort to be fiscally responsible and to reduce the potential reductions of our current staff, all positions vacated or unfilled from January 19th through the end of the school year, will be addressed following the procedures outlined below.

Step One:

Principal contacts the Director of Human Resources when a position becomes open.

Step Two:

Principal and Human Resources brainstorm ways in which to combine, reassign, do without, or reduce said position for the remainder of the school year.

Principal and Human Resources develop a plan or process in which to inform all impacted (Building staff, parents, students, etc.) by said decision to ensure smooth transitions and continued services.

Human Resources will share the devised plan with the superintendent. The plan proceeds to Step Four.

OR:

****If a position must be filled, Human Resources will refer the situation to the Superintendent. The plan proceeds to Step Three. ****

Committed to Excellence!



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Step Three:

Human Resources, Director of Business, and Superintendent review options and develop a plan for said position determining and assessing the cost to the district.

Step Four:

Plans and procedures will be shared with the Finance Committee for review and recommendation to the board.

Step Five:

Recommendation will be shared with the board.

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Recommendation for Family Center Alternate

Assigned Building Fund Balance	\$3,600,000.00
ABF Dedicated to Building Projects	\$3,500,000.00
Grant Award	\$509,000.00
Total	\$4,009,000.00

Furniture-Primary	\$200,000.00	
Signage	\$200,000.00	Moved \$200,000 to Family Center..
Primary Playground	\$100,000.00	
Technology	\$1,000,000.00	
Furniture-High School	\$100,000.00	
Furniture-Family Center	\$50,000.00	
Family Center	\$1,300,000.00	
District Office Transitions	\$559,000.00	
Add'l Allocation for Ball Fields	\$509,000.00	Moved \$85,348 for Family Center...
Total	\$4,018,000.00	

Building Fund Technology	\$500,000.00
Assigned Building Fund Technology	\$1,000,000.00
Total	\$1,500,000.00

\$125,000 is needed to complete the Family Center Project.

They are deferred maintenance items. Door replacement, cabinet replacement, ect.

Recommendation is to reduce the Assigned Building Fund-Technology area by \$125,000.

The Technology in total would still have \$1,375,000.

This money is not part of the educational technology plan that was approved in January.

Possible money left over in contingency to backfill the Technology line if needed.

