

**SCHOOL DISTRICT OF THE MENOMONIE AREA
ADMINISTRATIVE WORK PLAN FOR 2021-2022
ALIGNED WITH THE STRATEGIC GOALS OF THE SDMA**

Due to the COVID-19 pandemic and capacity limitations impacting progress on the work plan, the **bolded items** of the work plan were prioritized by the Board on July 12, 2021.

Overarching Strategic Planning Goal: Review [all measurable goals](#) on the [original strategic plan](#) and recommend future targets for Board approval by January 1, 2022. (Due to the re-emergence of COVID-19, it is recommended that the evaluation and updating of targets be postponed until the summer.)

PILLAR 1: CAREER, COLLEGE AND LIFE READY GRADUATES

- Create and obtain Board approval of a draft graduate profile by June 30, 2022. **(on hold, considering for second semester)**
- Review and update website delineating academic and career pathways for middle and high school students by June 30, 2022. **(on hold, considering for second semester)**
- Review inventory of where 21st Century and digital skills are currently included in K-12 curriculum. Determine highest leverage strategies to reinforce and build as needed while connecting to ACP work. Report progress to the Board by June 30, 2022. **(on track for completion)**
 - An updated [School to Work/E4E](#) plan was reviewed and approved by SDMA Board of Education on July 12, 2021 that included an overview of ACP and planned activities and high level skills.
 - A review of ACP activities linked to classroom instruction conducted by MMS and MHS departments as back to school PD for middle school and high school.
 - Purchase online access to Xello (Online Career Exploration Tool) for grades 4 and 5.
- **Review and monitor student achievement and reestablish baseline levels as needed following COVID-19 pandemic with a report to the Board by January 1, 2022. (on track for completion)**
 - A [Screening](#) and [SLO](#) report was delivered to the Board of Ed on 9/27/2021.
 - A WI [District and School Report Card](#) report was delivered to the Board of Ed on 11/22/2021.
- **Conduct a program review in the area of English Language Arts and report findings to the Board before June 30, 2022. (on track for completion)**
 - Timelines for [K-5](#), [6-8](#), [9-12](#) have been developed and teams have begun meeting.
- **Conduct a program review in the area of Math and report findings to the Board before June 30, 2022. (on track for completion)**
 - Timelines for [K-5](#), [6-8](#), [9-12](#) have been developed and teams have begun meeting.

PILLAR 2: STUDENT SOCIAL AND EMOTIONAL WELLNESS

- Review and update map of SEL curriculum to present to the Board before June 30, 2022. (task initiated, on hold for now)
- Review and update tiered levels of SEL instruction and personalized mental health services, as part of the SDMA Equitable Multi-Level Systems of Support to be presented to the Board before June 30, 2022. (on track for completion)
- **Review and update the inventory of mental health resources and the referral pathway for families to access mental health services to be presented to the Board before June 30, 2022. (on track for completion)**
 - [Student Mental Health Resources](#) are updated on the district website, including information for families who are interested in community-based or school-based mental health services.
- Review and update SEL Professional Development Plan differentiated by SEL needs and employee groups to be presented to the Board before June 30, 2022. (on track for completion)
 - A PD needs assessment is planned for the spring of 2022.
- Provide SEL professional development for faculty and staff before June 30, 2022. (on track for completion)
 - Presenter Tom Kidd delivered a staff development presentation as part of opening in-service on August 23, 2021: “Bouncing Back from the Pandemic: As Resilient Educators with a Chosen Attitude, Your Life in Balance and Living WELL in all 8 Dimensions of Wellness”
 - Arts Integration Menomonie SDMA Mindfulness Coaches delivered professional development to new staff on the use of mindfulness practices as part of new staff PD August 17-19.
 - A Love and Logic training is scheduled to be delivered on November 21 and 22 by SDMA Behavioral Coach Amy Wamboldt.
- Identify and deliver training for staff in the area of SEL and school safety before June 30, 2022. (on track for completion)
 - Non-Violent Crisis Intervention initial training was held on Oct 15, 2021
 - All staff participated in Mandated Reporting in Child Abuse and Neglect and Mandated Reporting of Threats of School Violence in 2021-2022 back-to-school trainings.
 - CPR training is scheduled for November 21 and 22.
 - ALICE school safety refresher trainings have been conducted at the building levels.
- Review and improve the recently developed system for tracking student reported mental health emergencies. Report to the Board before June 30, 2022. (on track for completion)
 - Presented school-based and community-based mental health contacts to the Board during the July 26th meeting in the [Pupil Services Team Review](#) report.
 - An updated report will be shared with the Board in the summer 2022.
- **Respond to problems related to bullying and harassment in the school district and provide a summary report to the Board before June 30, 2022. (on track for completion)**
 - Review of policy and data on harassment/bullying was presented to the Board during the July 26th meeting in the [Harassment and Bullying Report](#).
 - An updated report will be shared with the Board in the summer 2022.

PILLAR 3: OUR TALENTED WORKFORCE

- **Analyze DPI annual Inequitable Distribution of Teachers Report to identify any areas of need and report to the Board before June 30, 2022. (on track for completion)**
- **Conduct professional development needs assessment and provide a summary report to the Board before June 30, 2022. (on track for completion)**
 - *A [follow-up survey](#) was conducted at the conclusion of opening PD in August.*
 - *A PD needs assessment is planned for the spring of 2022.*
- Formalize communication processes for shared decision-making cascading from district level to schools and report to the Board before June 30, 2022. (on hold, considering for second semester)
- Evaluate effectiveness and participation in UW Stout Master's cohort program and report to the Board before June 30, 2022. (task initiated, on hold for now)
 - *Staff interest has been assessed on an annual basis in the second half of each year to determine if establishing an SDMA cohort is feasible.*
- **Study teacher compensation system to make recommendations to the Board of Education for the 2022-2023 school year. (on track for completion)**
- **Study impact of substitute teacher initiatives in place to determine further action (e.g. MHS subbing pilot, incentives) and report to the Board by January 1, 2022. (on track for completion)**
- Analyze effectiveness of current employee recognition strategies and report to the Board before June 30, 2022. (on hold, considering for second semester)

PILLAR 4: PARENT AND COMMUNITY PARTNERSHIPS

- Develop an action plan to assess parent satisfaction and engagement and report to the Board before June 30, 2022. (on hold, considering for second semester)
- Conduct a family survey to gather data on school district website use and communication effectiveness and provide a summary report to the Board before June 30, 2022. (on hold, considering for second semester)
- Collaborate with county officials and key civic groups to identify new partnership opportunities and report to the Board before June 30, 2022. (task initiated, additional action planned for second semester)
 - *Discussions have been held with leadership at the City of Menomonie regarding the possibility of merging recreational services and staffing. Unfortunately, the city does not have any interest in collaborating on this issue at this time.*
 - *A meeting was held on November 16 to discuss expanding the district's involvement with the Community Foundation of Dunn County. Next steps include:*
 - *Creating a district committee and scheduling a planning meeting to solicit support for:*
 - *Share/market the district's previous success with the Community Foundation*
 - *Advancing the Student Success Fund to an endowment level*
 - *Create a clear pathway for the creation of more student scholarships, boosting teacher mini grants and district endowment funds, and fundraising for special projects (sports complex, renewable energy projects)*
- Build on current partnerships by assessing the status/number/type of community partnerships in place as well as school needs and report to the Board before June 30, 2022. (on hold, considering for second semester)
- **Review and update inventory of resources available to families in need and report to the Board before June 30, 2022. (on track for completion)**
 - [Children and Youth in Transition](#) website
- **Develop a plan for expanding academic services outside of the school day and report to the Board before June 30, 2022. (on track for completion)**
 - *Nov. 30th, 2021 will start a pilot program, "Mustang Minds", at the middle school. The program will meet twice a week, 1.5 hours per meeting, for the remainder of the 2021-2022 school year (total of 43 meeting dates.) Mustang Minds offers students needed additional academic support, while also helping students to increase self confidence as a learner.*
 - *Primary focus is on Math and ELA skill deficit*
 - *Secondary focus on homework completion from other content areas*
 - *Aim to continue the program into the 2022-2023 school year while expanding days offered. Potential addition at the high school level.*
 - *Discussions have been held with the Boys and Girls Club for a pilot club at the middle school starting during the Spring semester of 2021-2022*
 - *The Boys and Girls Club is currently working on fundraising for this expansion*
 - *Continued discussions are being help with UW-Stout to work on a tutoring collaboration*
 - *Goal is to have UW-Stout tutors available before and after school at the high school, as well as potentially at the middle school*

PILLAR 5: FACILITIES AND OPERATIONS

- **Review and update safety flip charts and school safety kits and report to the Board before January 1, 2022. (on track for completion)**
- Continue process for studying future facility needs and report to the Board before June 30, 2022. (on hold, considering for second semester)
- **Develop building energy plans and identify projects aligned with the new energy management policy and report to the Board before January 1, 2022. (task completed)**
 - *Energy Plans for each district building were developed and shared with the Board on August 23, 2021 and October 25, 2021.*
 - *The MMS Solar Project was discussed with the Board on October 25 and approved on November 8.*
- **Develop 2021-22 budget to address identified priorities (ie. energy projects, projects identified in the 30-Year Maintenance Plan, and future facilities planning) and report to the Board before June 30, 2022. (on track for completion)**
 - *Department meetings to discuss capital maintenance needs have been ongoing as the annual update to the 30-Year Capital Maintenance Plan is being prepared.*