



Schoolcraft Learning Community

An Expeditionary Learning™ Public Charter School

**Annual Report
October 2017**

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Introduction

Schoolcraft Learning Community was awarded its first charter from the state of MN in April 2000. We opened our doors in the French Village of Concordia Language Villages west of Bemidji, MN, in September 2000, offering an alternative education style to 150 students. Schoolcraft Learning Community is based on a shared conviction that enthusiasm and rigor are compatible and that students learn best in small group settings emphasizing individualized instruction, project orientation, and teamwork. We believe that local environment, culture, and history provide a bridge to global perspectives, a rich source of experiences and material, and that students should be encouraged to become significant contributors to their community. During the 2016-17 school year, Schoolcraft Learning Community served approximately 188 students. Reflecting on the school's successful completion of its seventeenth year, it is evident that our original vision, as stated, continues to be strong in our unique learning environment.

Schoolcraft Learning Community is compliant with of the statutory purposes as outlined in Minnesota Statutes, section 124E.16, subdivision 2, (2015) *but is especially proficient as an educational organization in the following areas: Improving Pupil Learning; Encouraging the Use of Different and Innovative Teaching Methods; and Creating New Professional opportunities for Teachers, including the opportunity to be responsible for the learning program at the school.*

Schoolcraft Learning Community has prepared this Annual Report and the World's Best Workforce Report in compliance with Minnesota Statute, 124E.16, Subd. 2, Annual Public Reports, and 120B.11 (WBWF). This report is also in compliance with Minnesota Statute 124E.12, Subd. 2. Administrators, and 124E.07, Subd. 7. Training.

School Mission Statement

Schoolcraft Learning Community exists to help develop individuals to be self-directed, lifelong learners who have the skills and knowledge to confidently and compassionately navigate in the world.

Authorizer Information



Schoolcraft Learning Community contracted with Volunteers of America (VOA) in June 2014 through 2018. **Main contact:** Stephanie Olsen, Senior Manager of the Charter School Authorizing Program **Address:** VOA-MN Education Center, 924 19th Avenue South, Minneapolis, MN 55404 **Cell:** (612) 270-1998 **Email:** solsen@voamn.org

Volunteers of America has been actively involved in monitoring Schoolcraft Learning Community's performance and compliance. Our current contract was effective on July 1, 2014 and expires on June 30, 2018. We had the privilege of two site visits this year in October 2016 and May 2017, and two networking events with other VOA schools in August and January. We are thankful for our long-standing relationship with Stephanie Olsen. Her vast experience and knowledge have been very helpful in supporting Schoolcraft's ability to maintain compliance in the very dynamic and complicated charter school environment. She attended our October 2016 and May 2017 board meetings.

School Board Governance

Schoolcraft continues its commitment to govern and lead with excellence by utilizing the Policy Governance© model for Board Governance. The intention is to provide a clear framework for monitoring progress in meeting expectations for student achievement as established in the Ends Policies. The system has been helpful in providing accountability and communication between the board and administration. The Schoolcraft Learning Community School Board reviews its policies annually, and the School Director presents monitoring reports to the board throughout the school year, with each policy being addressed at least once annually, specifying how the policies are being followed.

The Schoolcraft Learning Community Board currently has 8 members, 4 of which are licensed teachers, following the April 2017 election. Paul Dybing was elected for a second term as a community member. Kristi Sorgenfrei was re-elected for a second term. Annamae Sovick was elected as a teacher member. Mark Morrissey was re-elected for a second term as a parent member, and was then re-elected as Board Chair in April 2017 with Sara Dreyer serving as Board Records officer. The Schoolcraft Board is compliant with statutory board training requirements. The plan is for newly elected board members to complete their board training within the required time frame.

2016-17 School Board Members

Name/Contact Info	Occupation/File Folder if applicable	Date Elected/ Appointed	Date Seated	Term Ends	Attendance Rate
Sara Dreyer * sarad@schoolcraft.org 218-751-9381	SLC Sped Teacher #298343 Records Officer	04/14	05/14	04/18	13 of 14
Kristi Garbow * kristi@schoolcraft.org 218-766-6486	SLC Sped Teacher #337711	07/15	08/15	04/17	14 of 14
Paul Dybing * 218-368-5540 paul.dybing@schoolcraft.org	Community Member	06/16	06/16	04/17	11 of 14

Jim Conway jim@schoolcraft.org 218-751-7264	SLC Teacher #257579	06/16	06/16	06/17	12 of 14
Mark Morrissey * mark@schoolcraft.org 218-209-1707	Board Chair SLC Parent	04/13	05/13	04/17	14 of 14
Kristi Sorgenfrei* kristine@schoolcraft.org	SLC Teacher #478186	04/15	05/15	04/17	13 of 14
Kathy Douglas* kathy@schoolcraft.org	SLC Parent	04/16	05/16	04/18	10 of 14
Jason Rylander* jason@schoolcraft.org	SLC Parent	04/16	05/16	04/18	13 of 14

*= current board member

Board meets the 3rd Tuesday each month

Board Trainings Completed by Members 2016-17

Member Name	Basic Training	Date	Location	On-going Training
Mark Morrissey	Intro to Board Governance School Finance Employment in Charters	May 2014 May 2014 Nov 2013	Bemidji, MN Bemidji, MN Bemidji, MN	Carver Model Workshop at TrekNorth HS - August 2016 Carver Policy Governance with Barb Houg - December 2015
Kristi Garbow	Intro to Board Governance School Finance Employment in Charters	2/17/2016 11/23/2015 12/2/2015	St. Paul, MN Online St Paul, MN	Carver Policy Governance with Barb Houg - December 2015

Sara Dreyer	Intro to Board Governance School Finance Employment in Charters	11/11/2014 10/22/2014 5/9/2015	St. Paul, MN Online Bemidji, MN	Carver Policy Governance with Barb Houg - December 2015
Kristine Sorgenfrei	Intro to Board Governance Employment in Charters Oversight of Financial Matters	5/9/2015 5/9/2015 5/31/2016	Bemidji, MN Bemidji, MN Bemidji, MN	Carver Policy Governance with Barb Houg - December 2015
Paul Dybing	Introduction to Board Governance Employment in Charters Oversight of Financial Matters	10/14/2017	Bemidji MN	Carver Model Workshop at TrekNorth HS - August 2016
Jason Rylander	Oversight of Financial Matters	5/31/2016	Bemidji, MN	
Kathy Douglas	Introduction to Board Governance Employment in Charters Oversight of Financial Matters Oversight of Financial Matters	10/14/2017 5/31/2016	Bemidji, MN	

School Board Goal-Setting

In Spring 2017, the school board met for a series of strategic visioning sessions, with Director Adrienne Eickman facilitating. From these workshops, a long term vision for Schoolcraft Learning Community was articulated, centered around these three statements:

Our Own Place in the Natural World:

Our school has an emphasis on the natural world. Our classrooms are wherever the students are learning (outdoors, inside, in the community). We learn from the woods and water of MN, and are knowledgeable about the environment. Our school has immediate access to the natural world, learning spaces that are indoors and outdoors, year round programming utilizing natural space, flexible and adaptable building/facilities, green space that focuses on sustainability, and play areas.

Culture and Character:

Our culture and character program is an “Input=Output” equation, where what our staff is modeling and teaching is what our students are learning and doing. We are compassionate, involved, lifelong learners, invigorating, emphasizing a growth mindset and collaboration.

Leadership:

Our leadership model is non-hierarchical, there is strong trust and communication, and an emphasis on sharing and mentoring

Partnership:

Schoolcraft of the future has developed partnerships with local charter schools, the district, and the local colleges to expand our curricular and extracurricular activities. In particular, we have a focus on engaging alumni. In our vision, alumni give back to the school, send their children to SLC, and are leaders in their community.

School Management

In June 2016, Scott Anderson stepped down as director, ending a 17 year term with the school. Rita Poulton, Business Manager, and Adrienne Eickman, Instructional Guide, became Interim Co-Directors as the board began an executive search. In October, Adrienne Eickman was named the full-time Executive Director. Adrienne and Rita, along with Alison Drietz (Operations Manager) and Mark Bjornrud (Operations Support), and Tracy Schoenfelder (Office

Support), made the administrative team, responsible for the major operations of the school facility, technology, budget, and reporting. The school leadership team, composed of teacher representatives Annamae Sovick, Judy Bing, Marilyn Delaney, Theora Snyder, Kristi Garbow, and Brenda Claypool, were responsible for planning and decision making in Schoolcraft's three dimensions of student achievement: Character and Culture, Mastery of Skills and Knowledge, and High Quality Work.

The Director is evaluated on an biannual basis by a school board subcommittee. The staff and board complete an online Director Evaluation through Survey Monkey. The results are tabulated and reviewed by the committee and Director. Goals are then established for the upcoming school year. At the end of the evaluation in 2016-17, Director Eickman's contract was renewed for 2017-18. Adrienne does not have an administrator's license. For the first two years of her contract, her professional development has focused on EL Education practices. This has included traveling to EL schools in the state and attending conferences in EL Education Leadership in Chicago and Washington, D.C. Adrienne plans to begin coursework towards an administrative license in Year 3 of her contract with SLC.

Inherent in the Expeditionary Learning design is the emphasis on collaborative teaching and learning and creating of a strong school culture. Schoolcraft Learning Community staff members strive to provide this collaborative spirit. Small or large group meetings are held to discuss major decisions, with the final decision responsibility lying with the Director. Director Eickman has an Open Door Policy and encourages staff to approach him with any concerns they may have.

Our classroom teachers were stable during the 2016-17 school year. Staff mobility is indicated on the following tables. Schoolcraft contracts for the following services: Special Education Director, Occupational Therapist, Special Education Evaluative Services, Food Service, Janitorial and Maintenance, French, and Conflict Management.

2016-17 Schoolcraft Learning Community Management/Administrative Team/Support Staff

Name	File#	Assignment	Years Employed by the School	Left During 16/17	Not Returning 17/18

Adrienne Eickman		Director	1		
Rita Poulton		Business Manager	17		
Tracy Schoenfelder		Office Support	11		X
Angie Jensen		Office Support	6		X
Michelle Olson		Special Education Para	16		X
Carol Weeks		Special Education Para	11		
Dianne Bergeron		Special Education Para	3		
Brenda Claypool		Special Education Para	4		
Heather Ehli		Special Education Para	5		
Erin Wark-May		Speech Language Pathologist	Contracted- 1		
Kim Krueger		Occupational Therapist	Contracted - 5		
Alison Drietz		Operations Manager	3		
Mark Bjornrud		Technology Specialist	3		
Laurie Getschel		Special Education Para	3		
Sarah Schmidt		Special Education Para	3		
Caige Jambor		Specialist- Forest School	3		
Jonni Shough		Special Education Para	2		
Jonell Lauck		Special Education Para	2		
David Hogetvedt		Special Education Para	2		
Tamra Meier		Special Education Para	1		
Jamie Jones		Special Education Para	1		
Arianne Sjodahl		Special Education Para	1		
Trevor Smith		Special Education Para	1		
Shelby Spry		Native American Cultural Liaison	1		
Elias Hendrickson		Special Education Para	1		X

School Staffing Information and Professional Development

2016-17 Teaching Faculty Information

Name	File#	Assignment/ Subject	Years Employed by the School	Left During 16-17	Not Returning 17-18
Judith Bing	332375	Grades 4-5	16		
Sara Breeze	329322	Grades 6-8 LA	16	X	X
Gen Hayle	304032	Special Ed Teacher	3		
James Conway	257579	Grades 6-8 Science	15		
Marilyn Delaney	380911	Grades 6-8 Math	14		
Frances VanDorn	324186	Orchestra	12		X
Stephanie Hoffman	450327	4-5 Teacher	1		
Kendra Carlson	488475	4-5 Teacher	1		
Marilyn Erickson	416381	K-1 Teacher	1		X
AnnaMae Sovick	415336	K- 1 Teacher	8		
Sara Dreyer	298343	5-8 Special Ed.	13		
Kristine Sorgenfrei	478186	2- 3 Teacher	3		
Theora Snyder	439481	K-8 PE	5		
Caige Jambor		SEL Teacher	Contracted -3		
Merilee Grage	444544	2-3 SPED teacher	1	X	X
Kristi Garbow	337711	4-5 Special Ed.	8		
Sara Godding	380432	Classroom Teacher	5		
Nick Lorensen	478488	2-3 SPED teacher	1		X
Naomi Shindelar	491765	French Language Teacher	1		

SLC staff has whole staff meetings twice a week, participating in crew circle on Monday mornings and professional development opportunities on Thursdays. In addition, Schoolcraft staff members serve on smaller breakout teams of their grade levels or departments. The basic meeting structure follows. All team meetings are aligned to the following five topics:

- 1. Mastery of Skills and Knowledge
- 2. Culture and Character Development
- 3. High Quality Work
- 4. School Climate
- 5. Policies and Procedures

Team	Meeting Schedule	Topics
Leadership Team	bimonthly	1-4
Admin Team	weekly	4-5
Grade level teams	weekly	1-5
SPED department	monthly	1-5
SPED teachers	weekly	1-5
New Teachers Cohort	monthly	1-4
Wellness Team	monthly	4
Staff	biweekly	Mondays: 4, Thursdays: 1-5

Schoolcraft Learning Community Professional Development Plan
2016-17

School Year: 2016-17

Number of on-site PD Days:

All on-site days will be scheduled in advance and will focus on the following goals, as determined by the leadership and administrative teams:

- 1. Mastery of Skills and Knowledge (in particular, math)
- 2. Culture and Character Development
- 3. High Quality Work
- 4. School Climate
- 5. Policies and Procedures

Alignment of PD opportunities is listed with the title of the professional development.

July

- Leadership Team Retreat and work plan Development
- New Teacher Induction

August

- Staff Crew Building (4)
 - Service Project: Random Acts of Kindness
 - "Navigating Complex Realities"
- Tier 1 and Tier 2 interventions for EBD students, presented by Mike Deschneau (Special Ed Director) (4)
- JMC Student Information System, presented by JMC (5)
- Habits of Scholarship Relaunch, presented by the leadership team (2)

September

- Crisis Handbook training, presented by Admin team (5)
- Bloodborne Pathogens, presented by Karen Bierman, RN (5)
- Bullying at SLC, presented by Peacemakers (2, 4)

October

- ALICE training, presented by Bemidji Police Department (5)
- Habits of Scholarship Scaffolding, presented by Mia Chmiel (2)
- CPI Training (4)
- Conference Scheduling

November

- Parent Teacher Conferences
- Math Curriculum Mapping, presented by Adrienne, for Grades K-5 (1)
- ALICE training, presented by Bemidji Police Department (5)

January

- ALICE training, presented by Admin team (5)
- VOA Winter Conference
- New Teacher Cohort EL Education Primary Conference in Minocqua, WI(1-4)
- "Post-Mortem" Expedition Reflection, presented by Adrienne and Mia (1-4)

February

- Cognitively Guided Instruction with Judith Hanks (1)
- EL Education Midwest Leadership Cohort in Chicago(1-4)
- MidYear Review with Leadership Team

March

- Parent Teacher Conferences
- ALICE Evacuation Practice (5)
- Cognitively Guided Instruction training with Judith Hanks (1)
- Board Strategic Visioning Workshop, presented by Adrienne
- Testing Procedures, presented by Mark Bjornrud (5)

April

- Listening Sessions for Staff begin (1-5)
- New Teacher Cohort Expedition Planning training with Mia Chmiel (1-4)
- Implementation Review (1-4)
- High Quality Work Protocol, presented by Mia (3)

<p>December</p> <ul style="list-style-type: none"> STAR Test Reports, presented by Adrienne (1) 	
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Teachers are asked to reflect on their practice and set goals for their own professional development on SLC Core Practices, which include Learning Expeditions, Active Pedagogy, Culture and Character, Leadership and School Improvement, and Structures for Continuous Learning. Director Eickman performs classroom walkthroughs several times a week, and formal observations on the following schedule:

New Teachers (less than 3 years teaching experience)	3 observations a year, with the first occurring within the first 90 days of teaching
Veteran Teachers (more than 3 years of successful teaching experience)	1 observation a year, or as needed
Improving Teachers (teachers on improvement plans)	As dictated in terms of the mutually agreed upon improvement plan, or as needed

School Enrollment and Student Attrition

Schoolcraft Learning Community had relatively consistent student enrollment for the 2016-17 school year, beginning our year with 189 enrolled students, and ending our year with 188. We maintained waiting lists for every grade level except grade 8, which were exhausted during the school year. Our projected enrollment for 2017-18 is 195 students, and we currently have a waiting list at every grade level. Applications for admission are continually submitted throughout the year resulting in names being continually added to our waiting list. This process shows a continued need for the type of educational learning opportunities that Schoolcraft Learning Community is offering.

Schoolcraft Learning Community’s admission process begins with the completion of an application, which is usually completed online through our website, but can also be completed using a paper application requested from the school. Once the school receives the application, student names/grades are added to the interest list for a particular year if

prior to the occurrence of the annual lottery in February, or to the bottom of the waiting list if received post-lottery. Priority for classroom placement is given to siblings of currently enrolled students and children of Schoolcraft staff. The February lottery process establishes the waiting list order for the upcoming school year, and student openings are filled from this waiting list. Once a student opening is offered and accepted, further information is gathered on the enrollment form to complete the enrollment process. Scans of the application and enrollment forms are included in the appendices.

Student Enrollment Trends

School Year	K	1	2	3	4	5	6	7	8	Student Retention Rates
2011-12	20	20	20	30	20	20	21	11	17	96%
2012-13	18	36	20	20	30	16	22	17	14	86%
2013-14	18	19	19	19	19	27	17	16	16	87%
2014-15	20	20	19	38	19	19	23	17	16	88%
2015-16	19	19	21	19	36	19	18	18	13	92%
2016-17	19	20	19	20	19	38	18	18	18	97%
2017-18 est	20	20	20	21	20	21	32	21	18	

School Academic Performance

Schoolcraft Learning Community contracts with EL Education to provide in-service training to our staff around developing curriculum that is engaging and rigorous while embedding Minnesota Academic Standards for College and Career Readiness. We have been an EL school since we began in 2000. Expeditions are in-depth investigations into a topic or a learning area. They incorporate ideas and learning goals from as many of the subject areas as possible, knowing that the more you can associate one with another, the better the understanding and retention of knowledge. Expeditions aim to encourage student participation in the developmental process, as well as student proficiency in the topics studied.

As we engage our students' learning through expeditions, our students are required to reach a level of proficiency according to the expectations of the Minnesota Department of Education. Our VOA target MCA Reading goal of

67.5% was not met; our proficiency level was 62%. Our VOA school-wide MCA Math score of 55% did not meet our VOA goal of 73%. In 2017-18, professional development and curricular opportunities for growth are being identified by the school's leadership team.

Following our 2016-17 comprehensive needs assessment, professional development opportunities were created throughout the year utilizing our Expeditionary Learning School Designer, EL Resources, and other consultants, particularly in the area of math. Our school increased the amount of Expeditionary Learning Professional Development opportunities for our staff, during the 2016-17 school year compared to prior years. Director Eickman and several staff traveled to EL Education PD events in Wisconsin, Chicago, and southern Minnesota, as well as hosting the EL School Designer onsite. Schoolcraft also sponsored EdCampBJI in February with over 100 individuals from across the state and North Dakota was in attendance on the BSU campus.

The following information is taken from our 2017 Spring MCA Testing Events at Schoolcraft Learning Community.

Percent Meeting or Exceeding on MCA III Reading 2015-16 School Year

Grade Level	# Students Tested	Percent Meeting	Percent Exceeding
3	20	30%	10%
4	17	35.3%	17.6%
5	38	55.3%%	13.2%
6	17	41.2%	29.4%
7	17	58.8%	17.6%
8	18	27.8%	44.4%
Overall	127	42.5%	19.7%

Percent Meeting or Exceeding on MCA III Math 2015-16 School Year

Grade Level	# Students Tested	Percent Meeting	Percent Exceeding
3	20	30%	5%
4	17	29.4%	11.8%
5	38	36.8%%	7.9%
6	17	47.1%	23.5%

7	17	35.3%	35.3%
8	18	22.2%	50%
Overall	127	34.6%	20.5%

School Climate

Schoolcraft Learning Community consistently has exemplary parental involvement on a weekly basis, but especially for special events, such as our WinterFest, Open Mic Event, Family Fun and Bike Night at Bemidji State Park. We have excellent parental involvement in parent-teacher conferences held twice per year, with the overall percentage for both across grade levels being 90%. Each grade level hosts two “Celebrations of Learning” each year, which averaged approximately 75% family attendance. Schoolcraft holds two public concerts per year, featuring our choirs, orchestras, and French program, at which we average 400+ people in attendance per concert. These concerts are open to the public, and advertised in the wider Bemidji community.

We conducted a parent survey in the Spring 2017, which had 67 responses out of 140 families, a 46% response rate. Each area was rated in effectiveness from 1 to 5, with 5 being the most effective. Relevant data is as follows:

- From the Student’s Perspective
 - 60% of responses rated Schoolcraft’s culture and feeling of safety at 3 or above.
- Regarding Schoolcraft’s academics and philosophy
 - 49% of respondents said that EL Education’s philosophy is important to SLC
 - Respondents overwhelmingly indicated satisfaction with Schoolcraft’s academic philosophy
- Regarding Schoolcraft’s curriculum
 - Respondents were asked to rank programs based on their satisfaction level. The data is as follows:

Program	Satisfaction Level
Time Spent in Nature	97%
Field Work	90%

SEL	90%
Music/Piano/Orchestra/Choir	90%
Foreign Language	89%
Classroom Instruction	79%
Classroom Management	77%
Art	84%
Physical Education	72%

Finances

- **FY 16 Financial Status**

Schoolcraft Learning Community finished the fiscal year of 2016-17 with a fund balance of \$817,672. This figure is 32.34% of our operating budget, which has allowed us to avoid the issue of borrowing additional funds. Like all schools, we kept a sharp eye on overall expenditures to maintain a positive cash balance throughout the school year. Our July 2017 audit by Miller McDonald, Inc. had no findings. Our school maintains a finance committee made up of staff/parents/board members that provide financial recommendations to the school director. Financial updates/statement are given to the Board during each monthly Board meeting. Schoolcraft Learning Community is in solid financial condition.

- **The following documents are included in the appendices:**

FY 17 Overview; FY 17 Budget; and UFARS audit information. Our current policies, by laws and budgetary information are posted on our website, www.schoolcraft.org. State mandated school board training was completed by all current board members in the required time frame.

Innovative Practices and 2016-17 Awards

- **Awards**

Schoolcraft Learning Community was recognized by the Minnesota Department of Education as a “High Quality Charter School.” SLC was the only Bemidji area charter to receive this distinction. Schoolcraft Learning Community also received the VOA Board Governance Award.

- **Foreign Language and Social Emotional Learning**

Schoolcraft offers Social Emotional Learning at every grade level. Conflict management skills are some of the hardest skills any person must learn, and we believe that teaching social and emotional learning to all of our students at every grade level helps prepare them to be good community members and engaged citizens. We enhance these skills in the upper grades through access to the Peacemaker Resource program, STAR (Students Teaching Attitudes of Respect) team. The STAR team members are mediators at the school and teach lessons to the younger students in areas of social and emotional learning.

- **World Languages**

Schoolcraft Learning Community believes that early and continued language learning is very beneficial. In addition to weekly French times, we offer immersion opportunities through special events and French lunch times. Schoolcraft also initiated a French Enrichment Program for those students who wanted to more aggressively learn the language. In addition to French language and culture, SLC also employs two Native American Cultural Liaisons. The middle school receives an Indigenous Studies course that explores Native American history and culture from pre-contact to present day issues. K-5 students work with a cultural liaison to integrate Ojibwe language and culture into the expedition topic they are studying.

- **Technology**

Schoolcraft Learning Community continues our 1:1 technology program in our Middle School. All students also had exposure to the use of GPS Units, iPads, MacBooks, cameras, recording equipment, Skype, Voice Thread, iPhoto, iMovie, and many other technology resources.

- **Engaging Expeditions**

Each year, the learning expeditions have become richer in integrating academic content from various disciplines. All expeditions engage the students in active learning. Our teaching staff develops expeditions based upon their passions and the passions of their students, embedding the Minnesota Graduation Standards within, while creating an in-depth study in which students can immerse themselves.

Crew	Fall Expedition/Spring Expedition	Final Product(s)
Kindercrew	<ul style="list-style-type: none"> ● Knowing Where You're Going ● What Makes a Bird a Bird? 	<ul style="list-style-type: none"> ● Map of SLC, autobiographical posters, exploration of the Design Principles and Habits of Scholarship ● Study of different types of birds and bird features, including scientific drawings. Kindercrew also learned Ojibwe names for the birds and wrote a song with the bird calls that they recorded with their Forest teacher.
First Grade	<ul style="list-style-type: none"> ● Farm to Table ● Transportation 	<ul style="list-style-type: none"> ● Annotated youtube video explaining different types of foods and how they are produced ● A study on how transportation has changed over time, 5K Fun Run that benefited a local homeless shelter
Second Grade	<ul style="list-style-type: none"> ● Choices and Changes ● Minnesota History 	<ul style="list-style-type: none"> ● YouTube video campaign to encourage people to vote ● A professionally published magazine that described Minnesota history from the perspective of Ojibwe people and European settlers
Third Grade	<ul style="list-style-type: none"> ● Everything Changes ● Minnesota History 	<ul style="list-style-type: none"> ● Scientific paintings of rock formations and poetry about rocks ● A professionally published magazine that described Minnesota history from the perspective of Ojibwe people and European settlers

Fourth Grade/Fifth Grade	<ul style="list-style-type: none"> ● Western Expansion ● Civil War 	<ul style="list-style-type: none"> ● A study of explorers journeying across the United States, including involvement with Native American tribes and French voyageurs. This expedition includes a trip to Iowa to study Lewis and Clark historical sites ● A study of the causes of the civil war conflict, including perspectives of slaves and soldiers from both sides of the conflict. Map studies, art pieces depicting the Underground Railroad, and dramatic portrayals of characters from the Civil War.
Middle School	<ul style="list-style-type: none"> ● Water, Water Everywhere ● Civil Rights 	<ul style="list-style-type: none"> ● Scientific studies of macroinvertebrates, water poetry and photography, and in depth study of water issue ● Research on a civil rights issue or character, skits about human rights, and study of scientific breakthroughs of the 60s

- **Forest Exploration**

Our Forest Exploration outdoor education program is in its 2nd year. Every Friday, the Kindercrew and 1st grade spent the day in our forest classroom with a specialist. This time included a crew circle, lesson, and exploration time. Forest classrooms encourage students to explore and interact with nature and focuses on the social emotional well-being of the student.

- **Music Enrichment programs**

Schoolcraft offers orchestra and choir instruction to any interested students in grades K-8 and piano instruction to all K-1 students. This helps foster the love of music at an early age. We also incorporate extra experiential music time for the K-1 crews at various times throughout the year. Orchestra for students in grades 2/3 continued this past school year.

- **Portfolio Presentations**

Students are required to “show what they know” through formal portfolio presentations in front of a meaningful

audience. These presentations are considered “required” for passing grades 5 and 8 and have been credited with helping prepare the students for public speaking opportunities in their future.

- **Special Education Inclusion**

We have a strong belief in the importance of inclusion of special needs students within the classroom environment. We provide additional support in the classroom whenever possible, with pullout sessions only when warranted. This enhances the strength of the community within the class for all students.

- **Wellness Policies**

We recognize that a student who feels safe and connected to their school and is properly nourished and healthy has a greater chance of attending school on a regular basis, performing better in the classroom, and becoming a functioning member of the school-community. We continue to offer breakfast to every student and high quality lunches within our hot lunch program. All children are provided with breakfast and lunch regardless of their ability to pay.

- **Expeditionary Learning**

Schoolcraft has contracted with EL Education, formerly called Expeditionary Learning, since our inception. The design principles and three dimensions of student achievement, along with the support for our curriculum building/design and staff training, is integral to the Schoolcraft brand. School culture is modeled and developed through our knowledge of expeditionary learning.

- **Small Class Sizes/Small Caring Community**

Schoolcraft boasts a student to adult ratio of 7:1, with most crews being at 20 or less, which enhances student learning through smaller, less chaotic learning environments. Our 2016-17 student population was 188. This created an environment where one could know every student’s name. In addition, each student is encouraged to have at least one adult that they can confide in. In all past surveys, both staff and community based, our caring community atmosphere is referenced as one of our greatest strengths. Staff meets students as they get off of the bus in the morning, and again before they leave on the buses at the end of the day. Students eat breakfast every day with their crew, giving students time to connect with their peers and the adults in their classroom in a more informal setting. Crews have “crew circle” every morning with their crews for 20 minutes. It is a time to connect, share, regroup, and get ready for a successful day at school.

Service Learning

Service Learning is at the heart of expeditionary learning. SLC staff modeled this on our very first day of 2016-17 by doing “Random Acts of Kindness” all over the Bemidji community. Crews in each grade level have service learning embedded into their expeditions. Our first graders worked with the food shelf to bring in the harvest during their Farm to Table expedition, and studied food scarcity and organizations that assist the community. In the spring, the first graders organized a community 5K Fun Run/Walk to raise money for a local homeless shelter. The 2nd grade developed video public service announcements to promote voting before the 2016 Presidential Election. The 4th and 5th grade crews were weekly reading buddies with Grades K - 3, and occasionally assisted them in completing various expedition projects. Members of our Orchestras share their music at Sanford clinics and hospital during the Christmas season. Grades 4-8 are responsible for cleaning our lunch room each day, and the 8th grade hosted two community dances for the younger students.

Future Plans and World’s Best Workforce

- **Moving**

A challenge that the school has always had is the necessity to move in (every fall) and out (every spring) of the Concordia Language Villages. The setting is so conducive to the learning atmosphere staff members want to create. However, the impact of moving on students and staff is significant. Each spring, all classroom items are packed in semi-trailers, which are stored over the summer at a location inaccessible to staff. Teachers spend considerable instruction time packing and unpacking school items. Many expendable items that could be used from year to year are discarded because of the likelihood that they would be damaged on the semi-trailer. Indeed, many items are damaged during the move and storage. Another major challenge with the move is that the administrative offices need to tear down and set up their offices twice per year. A permanent administrative space would be a definite benefit.

- **Space**

Schoolcraft continually struggles with space issues. We do not have gymnasium facilities to use for Physical

Education, and use our cafeteria space for PE during inclement weather. This means we spend significant staff time setting and resetting the cafeteria space depending on who is using the space. We also quite often struggle with teaching/activity space. Creativity and flexibility are highly valued commodities in handling these challenges.

- **Special Education**

SLC's Special Education population was 29% of our total enrollment in 2016-17. We continue to work on identifying ways to meet our students' needs within the classroom setting if at all possible, as Expeditionary Learning is easier to grasp if the students are in class. We employ 4 full time SPED teachers and several SPED paraprofessionals, and contract services for speech language pathology, school psychologist, and occupational therapy.

- **High Poverty Levels**

52% of our students were eligible for free and reduced lunches during the 2016-17 school year.

- **Time Constraints**

We are challenged by a shortened school day due to our location and the logistics of our busing arrangements with ISD #31. We are also challenged by a potentially shorter school year than our local district due to our lease arrangement with Concordia Language Villages. This limits the total number of student contact days that we are able to have, as we are not allowed to hold school if busing is not made available to our students.

Board Goals

Board goals for 2015-16 and 2016-17 school years included:

In Schoolcraft's VOA contract we set goals for proficiency and growth. Our proficiency goal for reading is as follows: the percentage of all students enrolled October 1 in grades 3-8 at SLC who earn an achievement level of Meets the Standards or Exceeds the Standards on all reading state accountability tests (MCA, MOD, MTAS) will increase from 57.4% in 2015 to 62.4% in 2016 (increase of 5 percentage points).

Our proficiency goal for math is as follows: the percentage of all students enrolled October 1 in grades 3-8 at SLC who earn an achievement level of Meets the Standards or Exceeds the Standards on all math state accountability tests (MCA, MOD, MTAS) will increase from 67.7% in 2015 to 70.7% in 2016 (increase of 3 percentage points).

Our proficiency goal for science is as follows: the percentage of all students enrolled October 1 in grades 3-8 at SLC

who earn an achievement level of Meets the Standards or Exceeds the Standards on all science state accountability tests (MCA, MOD, MTAS) will increase from 69.9% in 2015 to 70.9% in 2016 (increase of 1 percentage point). Our growth goal for reading is as follows: the average growth score on the state math accountability tests (MCA, MOD, MTAS) for all students enrolled the full academic year and taking the same test in consecutive testing years in grades 3-8 at SLC will increase from 0.1054 in 2015 to 0.1104 in 2016 (increase of 0.005). Our growth goal for math is as follows: the average growth score on the state reading accountability tests (MCA, MOD, MTAS) for all students enrolled the full academic year and taking the same test in consecutive testing years in grades 3-8 at SLC will increase from 0.1303 in 2015 to 0.1353 in 2016 (increase of 0.005).

The World's Best Workforce report will be published annually, placed on the district website, submitted to the Minnesota Department of Education, and Volunteers of America.

Appendices

- MCA Results
- FY 16 Budget and Expenditure Matrix
- Balance Sheet
- Non-Profit Status
- UFARS
- VOA School Governance Award
- School Application Form
- School Enrollment Form

MCA Results

MCA Results

Budget and Expenditure Matrix

Schoolcraft Learning Community Expenditures / Budget FY17 July 1, 2016 - June 30, 2017			
Budget	YTD expensed	YTD %	6.30.2017
Admin/Board & Director		%	100% fiscal yr 100% schl yr after audit/ly
Salaries	\$64,984	\$59,400	91%
Benefits	\$18,285	\$15,668	86%
Train/Sponsor	\$20,600	\$17,858	87%
TOTAL	\$103,869	\$92,926	89%
District Support			
Salaries	\$124,254	\$118,171	95%
Benefits	\$38,649	\$32,881	85%
tele.post,snc	\$34,350	\$31,222	91%
Supplies	\$6,000	\$4,808	80%
memberships	\$5,000	\$4,389	88%
TOTAL	\$208,253	\$191,471	92%
Ed Instruction			
Salaries	\$659,866	\$659,501	100%
Benefits	\$190,277	\$180,217	95%
* Fieldwork	\$21,000	\$23,174	110%
copier	\$13,964	\$13,924	100%
consultants	\$45,936	\$44,203	96%
Supplies	\$33,468	\$39,130	117%
* Technology	\$10,000	\$9,770	98%
other	\$0	\$53,607	0% TRA/PERA auditor adj
equipment	\$3,948	\$4,023	102%
TOTAL	\$978,459	\$1,027,550	105%
Special Ed Inst			
Salaries	\$572,878	\$579,329	101%
Benefits	\$166,369	\$165,243	99%
consultants	\$129,292	\$129,858	100%
Supplies	\$10,619	\$5,648	53%
TOTAL	\$879,160	\$880,079	100%
Staff Development	\$43,500	\$35,212	81%
Health Services	\$18,000	\$15,626	87%
Building site	\$327,700	\$324,454	99%
Property Insur	\$16,846	\$12,112	72%
tran to FNS	\$3,000	\$1,135	38%
All General Fund To	\$2,578,787	\$2,580,566	100%
Gen Fund Rev	\$2,583,494	\$2,657,071	103% * TRA/PERA added
Food Service			
Contracted	\$139,600	\$134,726	97%
All Total	2,718,387	2,715,292	100%
Revenue	\$ 2,723,095	\$ 2,792,502	103%
Revenue over Expenditures Actui	\$ 77,210		3% of Revenue

Balance Sheet

r_g_balods

Schoolcraft Learning Community Balance Sheet Accounts Period Ending June 30, 2017

Page 1 of 1
9/7/2017
13:29:51

Sequence: Fd, Org, Pro, Fin, O/S, Crs

L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	District Account Description	Starting Balance	Activity	Ending Balance
B	01	101	000				100	00	RiverWood checking acct	123,285.90	1,541.74	124,827.64
B	01	101	002				100	00	Security State Bank money market	1,054.82	1.81	1,056.63
B	01	101	003				100	00	RiverWood Money market	34,028.31	(33,848.99)	179.32
B	01	101	005				100	00	8th grade Trip Acct	3,467.68	(563.68)	2,904.00
B	01	104	002				100	00	Security State Bank CD	203,493.51	965.66	204,459.17
B	01	104	003				100	00	First Nat'l Bank CD	202,159.12	902.30	203,061.42
B	01	121	000				100	00	Due From MDE	283,236.60	130,919.49	414,156.09
B	01	122	000				100	00	Due Fm Fed.-MDE	2,095.35	(1,899.96)	195.39
B	01	131	000				100	00	Prepaid Expenditures/Deposits	10,080.48	(3,291.01)	6,789.47
B	01	201	000				200	00	Salaries Payable	(75,174.42)	(4,846.13)	(80,020.55)
B	01	206	000				200	00	Other Accts Payable	(4,555.48)	(2,756.11)	(7,311.59)
B	01	209	000				200	00	Ipod deposits	(2,505.00)	(555.00)	(3,060.00)
B	01	215	001				200	00	Payroll Taxes Withheld	(6,727.54)	(418.56)	(7,146.10)
B	01	215	002				200	00	MN Payroll Taxes Withheld	(3,078.35)	(236.15)	(3,314.50)
B	01	215	003				200	00	FICA Payroll Taxes Withheld	(15,462.16)	(970.86)	(16,433.02)
B	01	215	004				200	00	TRA Deductions Withheld	(10,903.30)	785.54	(10,117.76)
B	01	215	005				200	00	PERA Deductions Withheld	(3,654.39)	(1,425.10)	(5,079.49)
B	01	215	006				200	00	403B W/H Payable	(1,200.00)	(90.00)	(1,290.00)
B	01	215	030				200	00	AFLAC	(41.85)		(41.85)
B	01	215	040				200	00	health insur w/h	7,774.60	(7,833.10)	(58.50)
B	01	215	060				200	00	HSA Plan	(123.75)	123.75	
B	01	422	000				400	00	Unreserved Fund Balance	(734,005.26)	(8,830.81)	(742,836.07)
B	01	460	000				400	00	Nonspendable Fund Balance	(10,081.37)	3,291.90	(6,789.47)
B	01	462	000				400	00	Assigned Fund Bal Tech replacement	(3,163.50)		(3,163.50)
B	01	467	000				400	00	Rst/Rsvd for LTFM		6,460.56	6,460.56
B	01	472	000				400	00	Rst/Rsvd for Med Asst		(921.65)	(921.65)
01											76,505.64	76,505.64
B	02	115	000				100	00	Food Nutr Other Acct Rec	923.04	704.41	1,627.45
B	02	464	000				400	00	Restricted Fund Balance	(923.04)		(923.04)
02											704.41	704.41
B	98	143	000				100	00	Equipment	239,499.18	(442.88)	239,056.30
B	98	173	000				100	00	Accum Depr On Equip.	(193,030.32)	(11,609.12)	(204,639.44)
B	98	430	000				400	00	Net Investment in Fixed Assets	(46,468.86)	12,052.00	(34,416.86)
98											(0.00)	(0.00)
Report Totals:											77,210.05	77,210.05

Non-Profit Status



STATE OF MINNESOTA
OFFICE OF THE ATTORNEY GENERAL

SUITE 1300
40 MINNESOTA STREET
ST. PAUL, MN 55102-2139
TELEPHONE: (612) 296-5412

February 17, 2017

LORI SWANSON
ATTORNEY GENERAL

Rita Poulton
Schoolcraft Learning Community
P.O. Box 1685
Bemidji, MN 56619

Re: Schoolcraft Learning Community (EIN: 411962483)
Annual Report

Dear Rita Poulton:

I thank you for submitting the June 30, 2016 report for Schoolcraft Learning Community, as required by the Minnesota Supervision of Charitable Trusts and Trustees Act, Minnesota Statutes sections 501B.33-.45.

This letter confirms that this Office has received these materials. You may wish to retain this letter as evidence your report has been received by this Office.

The organization's next report for June 30, 2017 is due on November 15, 2017. Please visit <http://www.ag.state.mn.us/Charity/DownloadForms.asp> to request an extension, download forms, and review more information.

Sincerely,

JULIE BRENGMAN
Charities Registrar

DISTRICT: 4058-07 SCHOOLCRAFT LEARNING COMMUNITY C06/30/17 AUDITED UFMS DATA SUBMITTED

01 GENERAL FUND		
TOTAL REVENUE	2,657,071	
TOTAL EXPENDITURES	2,579,431	
460 NON SPENDABLE FUND BALANCE	6,189	
RESTRICTED/RESERVE:		
403 STAFF DEVELOPMENT		*06 BUILDING CONSTRUCTION*
406 HEALTH & SAFETY		TOTAL REVENUE
407 CAPITAL PROJECTS LEVY		TOTAL EXPENDITURES
408 COOPERATIVE REVENUE		460 NON SPENDABLE FUND BALANCE
410 PROJECT FUNDED BY COP		RESTRICTED/RESERVE:
416 LEVY REDUCTION		407 CAPITAL PROJECTS LEVY
417 TACONITE BUILDING MAINT		413 PROJECTS FUNDED BY COP
423 CERTAIN TEACHER PROGRAMS		467 LFM
424 OPERATING CAPITAL		RESTRICTED:
426 525 TACONITE		464 RESTRICTED FUND BALANCE
427 DISABLED ACCESSIBILITY		UNASSIGNED:
428 LEARNING & DEVELOPMENT		463 UNASSIGNED FUND BALANCE
434 AREA LEARNING CENTER		
435 CONTRACTED ALT. PROGRAMS		*07 DEBT SERVICE*
436 ST. APPROVED ALT. PROGRAM		TOTAL REVENUE
438 GIFTED & TALENT		TOTAL EXPENDITURES
440 TEACHER DEVELOPMENT & EVAL		460 NON SPENDABLE FUND BALANCE
441 BASIC SKILLS PROGRAMS		RESTRICTED/RESERVE:
445 CAREER & TECH PROGRAMS		425 BOND REFUNDINGS
448 ACHIEVEMENT AND INTEGRATION		451 Q2AB PAYMENTS
449 SAFE SCHOOLS LEVY		RESTRICTED:
450 PREKINDERGARTEN		464 RESTRICTED FUND BALANCE
451 Q2AB PAYMENTS		UNASSIGNED:
452 Q2AB LIAB NOT IN TRUST		463 UNASSIGNED FUND BALANCE
453 UNFUNDED SEV & RETIREMENT LEVY		
467 LFM		
472 MEDICAL ASSISTANCE	942	
RESTRICTED:		
464 RESTRICTED FUND BALANCE		*08 TRUST*
COMMITTED:		TOTAL REVENUE
418 COMMITTED FOR SEPARATION		TOTAL EXPENDITURES
461 COMMITTED FUND BALANCE		422 NET ASSETS
ASSIGNED:		
462 ASSIGNED FUND BALANCE	3,164	*20 INTERNAL SERVICE*
UNASSIGNED:		TOTAL REVENUE
422 UNASSIGNED FUND BALANCE	812,081	TOTAL EXPENDITURES
		422 NET ASSETS
		25 OPER REVOCABLE TRUST FUND
		TOTAL REVENUE
		TOTAL EXPENDITURES
		422 NET ASSETS
		45 OPER IRREVOCABLE TRUST FUND
		TOTAL REVENUE
		TOTAL EXPENDITURES
		422 NET ASSETS
		47 OPER DEBT SERVICE FUND
		TOTAL REVENUE
		TOTAL EXPENDITURES
		460 NON SPENDABLE FUND BALANCE
		RESTRICTED:
		425 BOND REFUNDINGS
		464 RESTRICTED FUND BALANCE
		UNASSIGNED:
		463 UNASSIGNED FUND BALANCE
		02 FOOD SERVICE
		TOTAL REVENUE
		TOTAL EXPENDITURES
		460 NON SPENDABLE FUND BALANCE
		RESTRICTED/RESERVE:
		428 525 TACONITE
		431 COMMUNITY EDUCATION
		432 E.C.F.E
		449 TEACHER DEVELOPMENT & EVAL
		444 SCHOOL READINESS
		447 ADULT BASIC EDUCATION
		452 OPER LIAB NOT IN TRUST
		RESTRICTED:
		464 RESTRICTED FUND BALANCE
		UNASSIGNED:
		463 UNASSIGNED FUND BALANCE
		04 COMMUNITY SERVICE
		TOTAL REVENUE
		TOTAL EXPENDITURES
		460 NON SPENDABLE FUND BALANCE
		RESTRICTED/RESERVE:
		428 525 TACONITE
		431 COMMUNITY EDUCATION
		432 E.C.F.E
		449 TEACHER DEVELOPMENT & EVAL
		444 SCHOOL READINESS
		447 ADULT BASIC EDUCATION
		452 OPER LIAB NOT IN TRUST
		RESTRICTED:
		464 RESTRICTED FUND BALANCE
		UNASSIGNED:
		463 UNASSIGNED FUND BALANCE

1) FUND BALANCE	822,834
2) EXPENDITURES	2,544,219
3) SCD CALCULATION (1 / 2)	32.34 %

School Governance Award



School Application Form

9/18/2017

SLC Post Lottery Enrollment Waiting List Form '17/18

SLC Post Lottery Enrollment Waiting List Form '17/18

The lottery for the '17-18 school year at Schoolcraft Learning Community (SLC) is closed. Submitting this form will place your child on the waiting list for the '17-18 school year at SLC. Upon enrollment, more detailed information is collected. The information provided here is the information that will be used for communicating openings and other enrollment information, so please ensure that information is accurate and complete. You must submit a separate form for each student you wish to add to the waiting list.

* Required

1. Email address *

2. Parent's First Name *

3. Parent's Last Name *

4. Mailing Address *

5. City *

6. State *

7. Zip Code *

8. Phone Number *

Student Information

You must submit a separate Lottery Entry Form for each student you wish to enter into the lottery.

9. Student Name *

https://docs.google.com/forms/d/1MNcp9n0fSUy750in92Bg95_HvHSxYjghzLif2UP5c0/edit

1/2

9/18/2017

SLC Post Lottery Enrollment Waiting List Form '17/18

10. Grade Entering in Fall of 2017 *

Mark only one oval.

- Kindergarten
 First Grade
 Second Grade
 Third Grade
 Fourth Grade
 Fifth Grade
 Sixth Grade
 Seventh Grade
 8th Grade

11. Do you have another student to enter? *

If YES - please select the "Submit another response" option after submitting this form.

Mark only one oval.

- Yes
 No

Send me a copy of my responses.

Powered by
 Google Forms

https://docs.google.com/forms/d/1MNcp9n0fSUy750in92Bg95_HvHSxYjghzLif2UP5c0/edit

2/2

School Enrollment Form



**Schoolcraft Learning Community
Student Information Form
2017-18**

Student Name: Last _____
 First _____ Middle _____
 Physical Address _____
 City _____ State _____ Zip Code _____
 Grade Level: _____ Birthdate: _____ Gender: _____
 School previously attended _____
 Does student have an IEP? ___ yes ___ no Does student have a Section 504 Plan? ___ yes ___ no

Parent/Guardian #1 Name: _____
 Address: _____ City _____ State _____ Zip _____
 Home Phone: _____ Cell Phone: _____
 Work Phone: _____ email address: _____
 What is your relationship to student? _____

Parent/Guardian #2 Name: _____
 Address: _____ City _____ State _____ Zip _____
 Home Phone: _____ Cell Phone: _____
 Work Phone: _____ email address: _____
 What is your relationship to student? _____

Emergency Contact #1 (other than parent/guardian):
 Name _____
 Phone: _____ Relationship to student: _____

Emergency Contact #2 (other than parent/guardian):
 Name _____
 Phone: _____ Relationship to student: _____

List of Person(s) authorized to pick up your child from school: _____

Does your child have updated immunizations: Y or N Please submit record.

Federally Defined Ethnicity (for state reporting purposes)
 Is your child: Hispanic/Latino? Y or N
 American Indian? Y or N
 Asian? Y or N
 Native Hawaiian/Pacific Islander? Y or N
 Black/African American? Y or N
 White? Y or N

Data Privacy Tennessee Notice:
 The Schoolcraft Learning Community is asking you to provide information, which includes private information, under the Minnesota Government Data Practices Act (MGDPA). The Schoolcraft Learning Community is asking for this private information so that we can fulfill your request to enroll your student at the Schoolcraft Learning Community.

This information will be used to enroll your student at the Schoolcraft Learning Community, create a student file, and fulfill state and federal reporting requirements. This information will also be used to appropriately assist your student in the event of an emergency.

You are not legally required to provide the information the Schoolcraft Learning Community is requesting and you may refuse to provide some or all of the information requested. However, the Schoolcraft Learning Community may not be able to process your student application for enrollment if you do not provide sufficient information. Failure to provide certain information could result in delays, incorrect enrollment, or cause your student to not be enrolled.

With some exceptions, unless you consent to further release of private information, access to this information will be limited to individuals whose jobs reasonably require access to this information and school officials with an educational need to know. However, state and federal law authorizes release of private information without your consent: to the juvenile justice system, the Minnesota State High School League and if required by a court order, or authorized by other state or federal law.

Parent/Guardian Signature: _____ Date: _____

PO Box 1685 Bemidji, MN 56619 www.schoolcraft.org Phone: (218) 586-3284 Fax: (218) 586-3285