



School District ISD 891

World's Best Workforce Plan 2019-2020

Developed cooperatively with the WBWF/Achievement and Integration Committee

The 2019-2020 *World's Best Workforce Plan* was approved by the District 891 School Board on _____. In accordance with MN Statute 2013, section 120B.11, Canby Public Schools developed its WBWF plan. The content of the plan is an attempt to align multiple current district initiatives and plans, including the Strategic Plan, Literacy Plan, Title I/II plans, and Achievement and Integration.

The plan addresses the five goals as defined by statute. The goals are listed below and copy of the plan is located on the district web page at www.canbymn.org.

1. All children are ready for school.
2. All third-graders can read at grade level.
3. All racial and economic achievement gaps between students are closed.
4. All students are ready for career and college
5. All students graduate from high school.

Home of the Lancers!

WBWF Committee Team

Thank you to the following staff, community members, parents and students for their dedicated service on the District 891 District Advisory Team/WBWF during the 2019-2020 School Year.

Ryan Nielsen	Superintendent
Kari Harding	School Board Member
Jennifer Ufkin	K-12 Art Teacher
Spencer Otteson	Secondary Teacher
Jaci Weber	School Board Member
Kevin Hansen	Elementary Teacher
Ryan Arndt	Title I Director / D.A.C. / Elementary Principal
Dr. Robert Slaba	Secondary Principal
Laurie Kallhoff	Secondary Teacher
Lisa Lokken	Elementary Teacher
Amy Drietz	Elementary Teacher
Allyson Pesek	Community Member

District Overview

School Board Members

Greg Pederson – Chairperson
Nathan Thorpe – Vice Chairperson
Kari Harding – Treasurer

Jaci Weber - Director
Brenda Full – Clerk
Tricia Bueltel – Director

District 891 serves the communities of Canby, Porter, St. Leo, and Taunton. Many students from area district open enroll into the Canby School District into District 891. The district also has a number of students enrolled from South Dakota through the MN/South Dakota tuition agreement. The district consists of one elementary and one junior/senior high school building located in the city of Canby. In addition to the K-12 academic programming the district offers Early Childhood Family Education, Early Childhood Special Education, Community Education, Head Start, and Adult Basic Education.

The Canby School District is comprised of 342 square miles and has a market value of \$1,072,825,051. The median household income is \$42,989 compared to the state at \$57,243. The median home value is \$64,500 compared to a state average of \$206,200. The poverty rate for the city of Canby 22.8%. The population for the city of Canby is 1,795 and this is a decrease from 1,903 in 2000. The City of Canby is the only city in the region expected to see an increase in population over the next few years according to the 2010 census.

Canby	2018-2019	
Enrollment K-12 (Kids in seats)	561	
Enrollment K-6	288	
Enrollment 7-12	273	
Student to staff ratio K-6	15:1	
Ethnicity 2018-2019	State	Canby District Wide
American Indian/Alaskan Native	1.7%	0.2%
Asian/Pacific Islander	6.9%	0.3%
Hispanic	9.5%	2.8%
Black, not of Hispanic origin	11.2%	1.0%
Whit, not of Hispanic origin	65.7%	93.6%
All Students	839,304 students K-12	579 students K-6
Enrollment by Special Population		
English Learner	8.4%	0.3%
Special Education (24 students)	15.5%	16.2%
Free/Reduced Priced Lunch	29.7%	36.4%
Homeless	0.9% or 8,079	0% or 0

Staffing Profile	Canby FTE	State/Canby Avg.
Teachers	39	47%/48%
Media Specialists	0.56	0.5 / 0.7%
Other Licensed Professionals	2	3.3 / 7.9%
Paraprofessionals	17	21.6% / 16.6%
Administrators	3	2.6 / 3.9%
Other Staff	18	25.7% / 22.8%
Highly Qualified Teachers	94%	94% / 96%
Teachers with Adv.Degrees	17	39% / 55%

Years of Experience	Canby	State
Less than 3	10.4%	9.7%
3-10 Years	25.6%	32.0%
More than 10 years	64.1%	58.3%

Teacher Equity

Students who attend Canby Public Schools receive instruction from highly qualified teachers. All the teachers at C.P.S. are licensed teachers by the State of Minnesota and the Board of Teaching. Inexperienced or ineffective teachers do not disproportionately serve students attending Canby Public Schools.

Annual Budget

The school board adopts an annual budget that provides the resources to implement the district's WBWF plan.

	Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266	District Revenues and Expenditures Budget for Fiscal Year (FY) 2018 and FY 2019					ED-00110-41
General Information: Minnesota Statutes, section 123B.10, requires that every school board shall publish the subject data of this report.							
District Name:						District Number:	
Fund	FY 2018 Beginning Fund Balances	FY 2018 Actual Revenues and Transfers In	FY 2018 Actual Expenditures and Transfers Out	June 30, 2018 Actual Fund Balances	FY 2019 Budget Revenues and Transfers In	FY 2019 Budget Expenditures and Transfers Out	June 30, 2019 Projected Fund Balances
General Fund/Restricted	\$ 90,288	\$ 828,506	\$ 625,037	\$ 293,757	\$ 775,572	\$ 898,837	\$ 170,492
General Fund/Other	\$ 1,969,665	\$ 5,395,243	\$ 4,702,313	\$ 2,662,595	\$ 5,238,870	\$ 4,806,548	\$ 3,094,917
Food Service Fund	\$ 31,060	\$ 392,617	\$ 351,850	\$ 71,827	\$ 305,400	\$ 369,400	\$ 7,827
Community Service Fund	\$ 62,012	\$ 221,434	\$ 211,721	\$ 71,725	\$ 211,786	\$ 251,683	\$ 31,828
Building Construction Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service Fund	\$ 519,751	\$ 500,801	\$ 308,895	\$ 711,657	\$ 533,252	\$ 509,800	\$ 735,109
Trust Fund	\$ 186,236	\$ 1,948	\$ -	\$ 188,184	\$ 750	\$ 750	\$ 188,184
Internal Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*OPEB Revocable Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*OPEB Irrevocable Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*OPEB Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total - All Funds	\$ 2,859,012	\$ 7,340,548	\$ 6,199,815	\$ 3,999,744	\$ 7,065,630	\$ 6,837,018	\$ 4,228,356
Long-Term Debt			Current Statutory Operating Debt per Minnesota Statutes, section 123B.81				
Outstanding July 1, 2017	\$ 8,133,180		Amount of General Fund Deficit, if any, in excess of 2.5% of expenditures 06/30/2018				\$ -
Plus: New Issues	\$ -						
Less: Redeemed Issues	\$ 404,045		Cost per student - Average Daily Membership (ADM) 06/30/2018				
Outstanding June 30, 2018	\$ 7,729,135						
Short-Term Debt			Total Operating Expenditures				\$ 5,890,920.16
Certificates of Indebtedness	\$ -		FY 2018 Total ADM Served + Tuitioned Out ADM + Adjusted Extended ADM				564.21
Other Short-Term Indebtedness	\$ -		FY 2018 Operating Cost per ADM				\$ 10,441.01

Strategic Plan

BELIEF STATEMENTS

- Collaboration between the home and the school has a positive impact on each child.
- Well-rounded students become productive members of society.
- All students should be challenged to grow.
- The focus should always be placed on the student.
- Students will excel in a learning environment supported by teachers who promote innovation, creativity, and 21st Century learning skills.
- A common respect for each other ensures a positive, safe, and productive learning environment for students.

VISION STATEMENT

Canby Schools is united to provide an innovative environment of curiosity, creativity, and learning.

MISSION STATEMENT

The mission of the Canby Public Schools is to: Educate and empower each student with the skills, attitudes, and abilities to succeed in life.

STRATEGIC PLAN GOALS AND OBJECTIVES

Strategic Plan Goal 1: Student Achievement and Support	
Specific Goal	Achieve the goals of the World’s Best Workforce for all students.
	Canby Public Schools will develop and implement a sustainable support system that enables all learners to grow and be challenged.
Actions	Grow and sustain the RTI program by fall 2019.
	Develop and formalize a structure that will support PLCs for all teachers by fall 2019.
	Annually report on steps to achieve a sense of belonging for all students by ensuring: access to activities, college and career counseling; mental health support; and academic programs that fit their needs.

Strategic Plan Goal 2: Technology	
Specific Goal	Canby Public Schools will support current and state of the art technology to improve teaching and learning through technological competency
Actions	Continue to develop and refine a three-year technology plan for improvement of the use of technology in instructional and non-instructional areas.
	Develop and implement a financial and inventory plan for continuous assessment and response to hardware and software needs by July 2018.
	By fall 2019, activate a plan to increase student motivation, critical thinking, problem-solving, and engagement using technology.

Strategic Plan Goal 3: Workforce	
Specific Goal	Canby Public Schools will attract, recruit, develop, and retain quality employees.
Actions	By March 2018, develop and put in place a system to more effectively recruit and retain staff.
	By 2020, utilize data gathered on developing, and retaining quality employees to develop and implement plans to improve the process.

Strategic Plan Goal 4: Facilities	
Specific Goal	The Canby Public Schools will create and maintain facilities that support 21st century learning skills in a safe and productive learning environment.
Actions	By fall 2018, audit and evaluate each facility to identify areas that require improvements to enhance safety and well-being.
	Review and update the “Facility Improvement Plan” on an annual basis.
	By the end of the 2020-2021 school year, fully develop a plan for furniture and physical space, utilizing pilot projects, that enables a variety of learning delivery systems such as: “maker spaces;” large and small group instructional space; quiet space; and exploration space.

Strategic Plan Goal 5: Communication	
Specific Goal	The Canby Public Schools will engage parents and the community to become partners in education to build awareness and understanding of the quality of learning provided by the Canby Schools.
Actions	Audit current methods of communication to determine levels of effectiveness by November 2018.
	Create a communication process that effectively informs staff, students, parents, and community members by spring 2019.
	By 2020-2021, determine methods of providing appropriate information to all stakeholder groups.

Strategic Plan Goal 6: Academic Program	
Specific Goal	The Canby Public Schools will establish a teaching and learning environment that includes 21st century skills and a personalized plan of progress that promotes career, college, and life-ready students.
Actions	Develop partnerships with the wider community to provide opportunities for workforce exploration and training for students by September 2019.
	By 2022, embed teaching and learning practices throughout the district that ensures that students will graduate with the skills, knowledge and attributes to be career, college, and life-ready,
	Establish data-informed instruction and assessment practices, student engagement, and personalized learning as core competencies across the district by 2022.

WBWF STUDENT ACHIEVMENT

WBWF Goal 1: All Students Ready for Kindergarten	
Specific Goal	70% of all students entering kindergarten will correctly identify 20/26 capital letters and the numbers 1-10.
Actions	Parent 4 Start Rated School Readiness Program
	School provides ECFE programming.
	Curriculum is research based and current.
	3 & 4 Year old pre-school programs.
	Parents receive progress reports during the year if their child attends the pre-school program.
	Summative assessments are administered at the end of the school year to the pre-school students.
	Pre-school screening is offered for all children ages birth – 5.
	All students age four are given a kindergarten readiness assessment.
	The school hosts a kindergarten roundup for families each spring.
Data Source	

WBWF Goal 2: All Students in Third Grade Achieve Grade Level Literacy	
Specific Goal	65% of all third grade students will be reading at grade level according to the 2020 Spring MCA III reading assessment.
Actions	Provide academic assistance and interventions to students performing below grade level.
	Communicate to parents if their son/daughter is not performing at grade level.
	Students will be involved in the RTI/Title 1 program. The school is a schoolwide program.
Data Source	Aimsweb and MCA III along with classroom observations and teacher formative/summative assessments.

Literacy Plan Summary: The literacy plan is located on the district website. www.canbymn.org

Closing the Achievement Gaps

Canby Public Schools is working to close the achievement gaps among all racial and ethnic groups of students and between students living in poverty and students not living in poverty. Due to the small populations of minority groups in the district it can be challenging to identify the gaps among racial and ethnic groups, but the district does monitor and work hard to close the gaps between those living in poverty and student that are not living in poverty.

Achievement and Integration Goal #2	
Specific Goal	The Achievement Gap between FRP and Non-FRP students will decrease by 2% in each of the next three years by increasing the proficiency of the FRP students by 2% each year while maintaining or increasing the proficiency of non-FRP students as measured by the MCAs.
Actions	Reduce the achievement gap in math by providing academic assistance and support to our students.
	Reduce the achievement gap in reading by providing academic assistance and support to our students.
WBWF Alignment	All racial and economic achievement gaps between students are closed.

WBWF Goal 3: Close the Achievement Gap	
Specific Goal	The Achievement Gap between FRP and Non-FRP students will decrease by 2% in each of the next three years by increasing the proficiency of the FRP students by 2% each year while maintaining or increasing the proficiency of non-FRP students as measured by the MCAs.
Actions	Reduce the achievement gap in math by providing academic assistance and support to our students.
	Reduce the achievement gap in reading by providing academic assistance and support to our students.
Data Source	Spring 2020 MCA III

MCA Assessment Results and Goals

Grade Level Meets or Exceeds	Math 2018-2019	Math State 2018-2019	(+/-)	Reading 2018-2019	Reading State 2018-2019	(+/-)
Grade 3	72.7	66	+6.7	66.7	55	+11.7
Grade 4	81.1	64.3	+16.8	75.7	55.9	+19.8
Grade 5	64.2	52.4	+11.8	83	66.2	+16.8
Grade 6	88.1	50.9	+37.2	78.6	63.2	+15.4
Grade 7	61.4	52.5	+8.9	68.2	57.9	+10.3
Grade 8	47.5	55.7	-8.2	50	58.2	-8.2
Grade 10R				50	61.1	-11.1
Grade 11M	29.7	45.4	-15.7			
District						

MCA Goals: High School Math 7-12	
Specific Goal	By the spring of 2020 47.5% of all secondary students will be proficient as measured by the Math MCA-III.
Actions	Adopt a new 7-12 math curriculum.
	Increase rigor through PLC/Shared Services in the classrooms.
Assessment	MCA III

MCA Goals: Elementary Math	
Specific Goal	By the spring of 2020, 77% of all students will be proficient as measured by the Math MCA-III.
Actions	Provide academic assistance and interventions to students who are not performing at grade level identified by Aimsweb and previous MCA assessments.
Assessment	MCA III

MCA Goals: High School Reading	
Specific Goal	By the spring of 2020 58% of all secondary students will be proficient as measured by the Reading MCA-III.
Actions	Provide Accelerated Reader to junior high students.
	This will be year two implementing the new language arts curriculum.
	Increase rigor through PLC/Shared Services in the classrooms.
Assessment	Reading MCA III

MCA Goals: Elementary Reading	
Specific Goal	By the spring of 2020 78% of all elementary students will be proficient as measured by the Reading MCA-III.
Actions	Provide academic assistance and interventions to students who are not performing at grade level identified by Aimsweb and previous MCA assessments.
	Read Naturally and Accelerated Reader
	RTI is a part of the schoolwide Title I program
Assessment	Reading MCA III

WBWF COLLEGE AND CAREER READINESS / GRADUATE

Achievement and Integration #1 All Students Career and College Ready by Graduation	
Specific Goal	To increase career and college readiness from 80% to 90% as measured by letters of acceptance to a college or each of the graduating classes, 2018, 2019, 2020. All Canby Seniors will leave ready for college by June 2020.
Actions	Provide collaborative opportunities for students from YMIC districts to learn about and experience college, building a committed bridge toward equal access for all students to experience post-secondary education.
	Provide collaborative opportunities for students to experience living in a multicultural society that promotes an understanding of and acceptance of cultural and social differences.
	Provide collaborative opportunities for students from YMIC districts to participate in CTE Academies, further exploring and promoting pathways to post-secondary education and career opportunities.
WBWF Alignment	All Canby students will be career and college ready by graduation.

WBWF Goal 4: All students Career and College Ready by Graduation	
Specific Goal	To increase career and college readiness from 80% to 90% as measured by letters of acceptance to a college or each of the graduating classes, 2018, 2019, 2020. All Canby Seniors will leave ready for college by June 2020.
Actions	Students in grade 9 will work on a career and college readiness activity in the required class computer 9.
	Students in grade 10 will attend the career expo at SMSU.
	Students in grade 11 will attend the college fair and business tours in Marshall.
	Students in grade 11-12 will be provided an opportunity to visit colleges of choice.
	Students in grade 11 will take the ASVAB test.
	Students in grade 11 are offered the opportunity to take ACT during the school day and paid by the district.

Achievement and Integration Plan: The plan is located on the district website. www.canbymn.org

WBWF ALL STUDENTS GRADUATE

WBWF Goal 5: All students graduate	
Specific Goal	By 2020, 100% of all seniors will graduate from Canby High School.
Actions	Continue to require teachers to contact parents a minimum of 2 times before a student can “Fail” a class.
	Continue to use Mr. Skogen as an “Academic Intervention Specialist” to improve attendance and reduce our failure rate.
	Continue to use creative scheduling and planning to ensure that all students have “hope” in graduating by having access to classes and credits necessary to graduate.
	Continue the implementation of PLC’s.

Effectiveness of Instruction and Curriculum: Teacher Evaluation

The Canby School District developed and adopted a new teacher development and evaluation tool for the 2014-2015 school year. This tool meets the requirements as identified in MN state statute 122A.40 and 122.41, the law that governs employment of licensed teachers.

Effectiveness of Instruction and Curriculum: Principal Evaluation

District 891 school principals will establish goals for the school year that correspond to the following core competencies:

- Strategic Leadership
- Instructional Leadership
- Managerial Leadership
- Cultural Leadership
- Communications Leadership
- School Community Leadership
- Ethical and Professional Leadership

The principal and superintendent will work collaboratively do develop three goals with at a minimum one goal based on student data or student learning targets. The superintendent, evaluator, will use the principal evaluation rubric to score the principal in each of the seven competency areas.

Curriculum Plan

Canby Public Schools has a 7-year curriculum review cycle. This cycle designates that the following occur within each year for certain curriculum areas. Each curriculum area has a place within each year of the cycle.

***Note:** Due to the new Science Standards, this cycle may be altered.

Canby Curriculum Review Cycle

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revised by state	Language Arts	Social Studies	Mathematics	All review locally				
Research & Prepare	Science Business World Languages	Language Arts	Social Studies	Mathematics				
Develop and Select Materials	Art and Music AG Tech Ed	Science Business World Languages	Language Arts	Social Studies	Mathematics			
In-Service & Implement	P.E./Health	Art and Music FACS AG Tech Ed	Science Business World Languages	Language Arts	Social Studies	Mathematics		
Assess & Evaluate		P.E./Health	Art and Music FACS AG Tech Ed	Science Business World Languages	Language Arts	Social Studies	Mathematics	
Interpret Data & Plan for Improvement			P.E./Health	Art and Music FACS AG Tech Ed	Science Business World Languages	Language Arts	Social Studies	Mathematics
Implement Improvements Assess & Evaluate (Review all data)				P.E./Health	Art and Music FACS AG Tech Ed	Science Business World Languages	Language Arts	Social Studies

Graduation Requirements

To be eligible for graduation from Canby High School, a student must earn 27 credits.

COURSE and CREDIT REQUIREMENTS: Students graduating from high school must meet the following minimum requirements:

- a. 4 credits in Language Arts
- b. 3.5 credits in Social Studies
- c. 3 credits of Math
- d. 3 credits of Science
- e. 1 credit of Physical Education/Health
- f. 1 credit of Fine Art
- g. 1/2 credit in Computer Skills
- h. 11 Electives

State and Local Assessments used to Measure Progress

District 891 uses a variety of tests to measure student achievement and performance to determine student ability and evaluate curriculum. The following is a descriptive list of the tests used at Canby Public Schools:

Assessment	Objectives	Grade	Administered	Subjects
MCA-III/MTAS	State requirement, measures progress with standards; guides curriculum, systems accountability	3-8; 10 11	Spring Spring Spring	Reading/Math Reading Math
MCA-III Science	State requirement	5, 8 10	Spring Spring	Gen. Science Life Science
AIMSweb Curriculum Based Measures	Monitors progress of literacy acquisition	K-6	Fall, Winter, Spring	Reading, Math
ASVAB	Post-Secondary Planning	11	Fall	College Readiness
Aspire	Post-Secondary Planning	7,9	Fall	College Readiness
ACT	Post-secondary planning	11, 12	Ongoing	College Readiness
National Assessment of Education Program (NAEP)	Assess national standards	4, 8, 12	As assigned by state	Reading, Math, Science
WIDA	Screener for ELL Services	K-12		
ACCESS	Assessment for ELL Achiev.	K-12		

- **Pre-School Assessments:** The pre-school teacher assesses all of the students at the end of the year to determine their academic and social skills. This information helps both the parents and the kindergarten teacher to prepare for the new school year.
- **Pre-School Screening:** Each fall the district provides pre-school screening for all student ages birth – 5. A majority of the students screened are between the ages of 3-4 years.

Staff Development

The staff development committee meets quarterly and identifies the needs for staff development in the district for our faculty and staff. These recommendations are based on feedback from staff and administration.

Staff Development Goals for 2019-2020 School Year

- Staff development programming aligns to our strategic plan, the WBWF and our Achievement Integration plan.
- Staff development programming aligns to state academic standards and state assessments.
- Staff development programming reinforces the goal of implementing instructional and classroom management strategies that are research based to improve student achievement.
- Staff development programming will include training for our staff in the area of cultural diversity.
- Staff development programming will meet the requirements and needs as determined by district administration.

Canby Public School District 891 welcomes any feedback that you may have regarding this report or the work being done within District 891. Parent input is not only encouraged; it is necessary for building a strong foundation for high achieving citizens. Please direct questions and comments to Ryan Nielsen.



Contact Us

ADDRESS:

Canby Public School, District 891
307 1st St. West
Canby, MN 56220

Phone: 507-223-2001 **FAX:** 507-223-2011

Website: www.canbymn.org