

Surrey Public School



THREE AND FIVE-YEAR PLAN

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INTRODUCTION

THREE AND FIVE-YEAR PLANNING REQUIREMENTS

[NDCC 15.1-07-26](#). School district demographics - Long-term planning process.

1. Between January first and June thirtieth of every even-numbered year, the board of each school district shall invite the public to participate in a planning process addressing the effects that demographics might have on the district in the ensuing three-year and five-year periods, and specifically addressing potential effects on:
 - a. Academic and extracurricular programs;
 - b. Instructional and administrative staffing;
 - c. Facility needs and utilization; and
 - d. District tax levies.
2. At the conclusion of the planning process, the board shall prepare a report, publish a notice in the official newspaper of the district indicating that the report is available, and make the report available upon request.

SAMPLE NOTICES

NOTICE OF PUBLIC DEMOGRAPHIC PLANNING MEETING

State law requires each school board to invite the public to participate in a planning process that addresses the effects of demographics on the district in the next three and five years ([NDCC 15.1-07-26](#)). Many districts hold an open public forum to meet this requirement, and it is recommended that notice of the planning meeting be published in **the district's official newspaper. A sample notice is included below.**

*The **[SurreySchool District]** School Board invites the public to participate in a school demographic planning meeting to fulfill requirements under [NDCC 15.1-07-26](#). This open public meeting will be held on **[6-10-2020]** at **[5:00pm at Surrey School]**. At this forum, the school board will discuss and receive public input on how three- and five-year demographics may*

impact academic and extracurricular programs, instructional and administrative staffing, facility needs and utilization, district tax levies, and the district's strategic plan.

NOTICE OF PLAN COMPLETION

At the conclusion of the planning process, school boards are required to prepare a report, publish a notice in the official district newspaper indicating that the report is available, and make the report available upon request.

Enrollment by Category	Enrollment 2019-20	2020-21 Projected Enrollments	2021-22 Projected Enrollments	2022-23 Projected Enrollments
Pre-K	27	23	23	21
Kindergarten	28	27	23	23
Grade One	37	28	27	23
Grade Two	26	37	28	27
Grade Three	36	26	37	28

[North Dakota Century Code 15.1-07-26](#) requires the board of each school district to conduct long-term planning during each even-numbered year. The Board of the **[Name of District]** has completed this process and prepared a report. This report is available at **[specify location such as district office or website]** or upon request by contacting: **[Title and phone number]**.

FALL ENROLLMENT TRENDS

HOW SHOULD THE DATA BE USED?

They should be used to guide program, service, resource, facility, and staff allocation planning over the next three and five years.

Enrollment by Category	Enrollment 2019-20	2020-21 Projected Enrollments	2021-22 Projected Enrollments	2022-23 Projected Enrollments
Grade Four	34	36	26	37
Grade Five	40	34	36	26
Grade Six	34	40	34	36
Grade Seven	34	34	40	34
Grade Eight	27	34	34	40
Grade Nine	38	27	34	34
Grade Ten	34	28	27	34
Grade Eleven	25	34	38	27
Grade Twelve	17	25	34	38

Enrollment Totals	Enrollment 2019-20	2020-21 Projected Enrollments	2021-22 Projected Enrollments	2022-23 Projected Enrollments
K-6 Total	235	228	211	200
7-8 Total	61	68	74	74
9-12 Total	114	224	133	133
K-12 Total	410	420	418	418

STUDENT ASSESSMENT DATA

Law requires students to take three types of assessments. Results from the past three years of these exams should be reported below.

HOW SHOULD THE DATA BE USED?

Review of assessment results may help identify areas where additional programs, courses, student support services, and/or teacher professional development are needed. These data may also assist with goal setting.

NORTH DAKOTA STATE ASSESSMENT

(Required by [NDCC 15.1-21-08](#))

PERCENTAGE OF PROFICIENT AND ADVANCED STUDENTS IN ENGLISH LANGUAGE ART (ELA)

Grades	2016-17		2017-18		2018-19	
	ELA		ELA		ELA	
Third	D:51%	S: 46%	D:26%	S: 46%	D:50%	S: 48%
Fourth	D:46%	S: 45%	D:65%	S: 50%	D:37%	S: 45%
Fifth	D:34%	S: 50%	D:36%	S: 48%	D:45%	S: 47%
Sixth	D:26%	S: 47%	D:34%	S: 45%	D:31%	S: 49%
Seventh	D:30%	S: 48%	D:22%	S: 44%	D:32%	S: 46%
Eighth	D:43%	S: 44%	D:44%	S: 46%	D:28%	S: 51%
Tenth	N/A	N/A	D:59%	S: 42%	D:41%	S: 47%
Eleventh	D:56%	S: 55%	D: N/A	S: 43%	D: N/A	S: 44%

D= District average S=State average

PERCENTAGE OF PROFICIENT AND ADVANCED STUDENTS IN MATH

Grades	2016-17		2017-18		2018-19	
	Math		Math		Math	
Third	D:29%	S: 48%	D:7%	S: 48%	D:11%	S: 48%
Fourth	D:21%	S: 44%	D:26%	S: 46%	D:25%	S: 43%
Fifth	D:16%	S: 37%	D:28%	S: 44%	D:51%	S: 48%
Sixth	D:9%	S: 37%	D:21%	S: 44%	D:28%	S: 47%
Seventh	D:15%	S: 37%	D:22%	S: 45%	D:46%	S: 40%
Eighth	D:15%	S: 35%	D:28%	S: 44%	D:34%	S: 47%
Tenth	N/A	N/A	D:36%	S: 35%	D:30%	S: 30%
Eleventh	D:41%	S: 34%	D:N/A	S: 38%	D:N/A	S: 33%

D= District average S=State average

PERCENTAGE OF PROFICIENT AND ADVANCED STUDENTS IN SCIENCE

Grades	2016-17		2017-18		2018-19	
	Science		Science		Science	
Fourth	D:59%	S: 66%	D:78%	S: 66%	D:60%	S: 64%
Eighth	D:62%	S: 63%	D:53%	S: 61%	D:53%	S: 64%
Eleventh	D:63%	S: 64%	D:64%	S: 61%	D:53%	S: 60%

D= District average S=State average

NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS (NAEP)

(Required by [34 C.F.R 200.11](#))

Grades	2017				2019			
	Reading		Math		Reading		Math	
Fourth	S: 222	N:221	S: 244	N:239	S: 221	N: 219	S: 243	N: 240
Eighth	S: 265	N:265	S: 288	N:282	S: 262	N: 263	S: 286	N: 281

S: State average N: National average

ACT/WORKKEY RESULTS FOR HIGH SCHOOL JUNIORS

(Required by [NDCC 15.1-21-19](#))

Test Type	2016-17		2017-18		2018-19	
ACT	D:18.9	N: 20.8	D:20.9	N: 21	D:20.9	N: 20.8

D: District average N: National average

Test Type	% Meeting Profile Criteria in 2016-17		% Meeting Profile Criteria in 2017-18		% Meeting Profile Criteria in 2018-19	
WorkKey	Applied Math: N/A	Reading: N/A	Applied Math:100	Reading: 100	Applied Math: N/A	Reading: N/A

APPROVAL, ACCREDITATION, AND CURRICULAR OFFERINGS

APPROVAL AND ACCREDITATION

v' The school district is approved through the North Dakota Department of Public Instruction ([NDCC 15.1-06-06](#))

v' The school district is accredited through AdvancED. State law requires each school board to invite the public to participate in a planning process Law requires students to take three types of assessments. Results from the past three years of these exams should be reported below.

NORTH DAKOTA STATE ASSESSMENT

List all AP and dual credit courses offered.

Name of Course	Enrollment 2019-20	2020-21 Projected Enrollments	2021-22 Projected Enrollments	2020-23 Projected Enrollments
English 110	10	13	11	9
English 120	8	13	11	9
College Speech	12	10	13	12
College Algebra	3	5	4	4

ADDITIONAL HIGH SCHOOL UNITS OFFERED

List all high school courses offered beyond state minimum units ([NDCC 15.1-21-01](#)).

Name of Course	Enrollment 2019-20	2020-21 Projected Enrollments	2021-22 Projected Enrollments	2020-23 Projected Enrollments

CURRICULUM QUESTIONS

1. Based on enrollment projections, will the district have the staff and resources necessary to offer all required elementary and middle school instruction ([NDCC 15.1-21-01](#)) and required high school units ([NDCC 15.1-21-02](#)) in the next year? Three years? Five years? If no, list possible solutions. **YES**

2. Does the district plan to eliminate or offer additional AP and/or dual credit courses in the next year? In three years? In five years? How will this impact district planning (staffing, budget, etc.)?

NO

3. Are there non-mandatory high school units being offered that should be eliminated or expanded? If yes, explain why and develop timeline.

NO

4. Are there new high school units that the district plans to offer in the next year? Three years? Five years? How will this impact district planning (staffing, budget, etc.)?

NO

STUDENT SERVICES AND SUCCESS INDICATORS

STUDENT SUCCESS

Services <small>Unless Otherwise Specified, Services are Optional</small>	Currently Offered		Number of Students Utilizing Service		
			K-6	7-8	9-12
Adult education	0 Yes	0 No	N/A	N/A	
Athletics	0 Yes	0 No			
	If yes, list:	0 Co-op		15	28
	1. Football	0 Co-op		12	23
	2. Volleyball	0 Co-op		2	4
	3. Cross Country	0 Co-op		22	25
	4. Boys Basketball	0 Co-op		12	16
	5. Girls Basketball	0 Co-op		14	31
	6. Track	0 Co-op		8	17
	7. Baseball	0 Co-op		0	1
	8. Golf	0 Co-op		0	1
	9. Wrestling	0 Co-op			
	10.	0 Co-op			
Chemical abuse prevention/dependency counseling	0 Yes	0 No			
School-sponsored student organizations (e.g., honors society, yearbook, student newspaper, etc.)	0 Yes	0 No			
	If yes, list:				
	1.Student Council				
	2.Honor Society				
	3.Robotics				
	4.Yearbook				
	5.				

	6.				
	7.				
	8.				
	9.				
	5.				
Counseling (required by NDCC 15.1-06-19)	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Distance education	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Early childhood education	<input type="checkbox"/> Yes If yes, how many students?	<input type="checkbox"/> No			
Gifted and talented program	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Kindergarten (required by NDCC)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	28	N/A	N/A
	<input type="checkbox"/> Offered in District <input type="checkbox"/> District pays for students to attend kindergarten in another district (list):				
Library/media	<input type="checkbox"/> Yes	<input type="checkbox"/> No	235	61	114
Other extracurricular or co-curricular activities (e.g., debate, speech)	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
	If yes, list:	<input type="checkbox"/> Co-op			
	1.Speech	<input type="checkbox"/> Co-op			
	2.Drama	<input type="checkbox"/> Co-op			
	3.	<input type="checkbox"/> Co-op			
	4.	<input type="checkbox"/> Co-op			
	5.	<input type="checkbox"/> Co-op			
	6.	<input type="checkbox"/> Co-op			
7.	<input type="checkbox"/> Co-op				
8.	<input type="checkbox"/> Co-op				

	9.	0 Co-op			
	6.	0 Co-op			
School resource officer	0 Yes	0 No			
Social worker	0 Yes	0 No			
Special education (required by NDCC 15.1-32-08)	0 Yes	0 No			
	0 District participates in [Name of Special Education Unit]				
Student performance strategist (required by NDCC 15.1-07-32)	0 Yes	0 No			
Transportation (regular education)	0 Yes	0 No			

QUESTIONS ON STUDENT SERVICES

1. Is the district providing all required services? **YES**
2. How might three- and five-year demographic projections impact services offered?
Increase in special Ed students. Need more staff.
3. Are there optional services that the district should eliminate, add, or consider co-oping with a neighboring school district? **NO**

STUDENT INTERVENTIONS AND REMEDIATION

PERCENTAGE OF STUDENTS PARTICIPATING IN RESPONSE TO INTERVENTION PROGRAMS

2016-17 School Year	2017-18 School Year	2018-19 School Year
Tier 2 – 15% Tier 3 – 5%	Tier 2 – 15% Tier 3 – 5%	Tier 2 – 15% Tier 3 – 5%

PERCENTAGE OF STUDENTS TAKING REMEDIAL COURSEWORK

2016-17 School Year	2017-18 School Year	2018-19 School Year
<1%	<1%	<1%

PERCENTAGE OF STUDENTS REQUIRED TO REPEAT A GRADE

2016-17 School Year	2017-18 School Year	2018-19 School Year
<1%	<1%	<1%

DROPOUT RATE (REPORT AS A PERCENTAGE)

2016-17 School Year	2017-18 School Year	2018-19 School Year
<1%	<1%	<1%

TOTAL ABSENCES - AVG/DAY

2016-17 School Year	2017-18 School Year	2018-19 School Year
6.43 HS 8.62 Elem	5.74 HS 8.64 Elem	6.22 HS 9.87 Elem

SUSPENSIONS AND EXPULSIONS

2016-17 School Year	2017-18 School Year	2018-19 School Year
0	1	1

STUDENT INTERVENTION AND REMEDIATION QUESTIONS

1. What are the trends in these data? **Less than 1%**
2. How will these trends impact student support programs and services in the next year?
In three years? In five years? **NO**

STUDENT SUCCESS INDICATORS

HIGH SCHOOL GRADUATION RATES (REPORT AS PERCENTAGE)

Year	District %	State %
2018-19 graduation rate	100%	92%
2018-19 graduates receiving alternative diploma	0	N/A
2019-20 projected graduation rate	100%	N/A
2019-20 graduates projected to receive alternative diploma	0	N/A

COLLEGE ENROLLMENT RATE FOR HIGH SCHOOL SENIORS

2016-17 School Year	2017-18 School Year	2018-19 School Year
73%	68%	69%

STUDENT SUCCESS INDICATORS QUESTIONS

1. What are the trends in these graduation rates? What changes in programs, curriculum, or services may be driving these trends? **Graduation rate has been 100%**
2. What are the college enrollment rates trends? Are there factors that may explain these trends? How might these trends impact course offerings in the future?
Students going into the workforce right after High School
3. How should these data inform short and long-term district goals?
More trade classes.

DISTRICT FINANCIAL DATA

GENERAL FUND REVENUES, EXPENDITURES, AND BALANCES

Year	Revenues	Expenditures	Balances
[Year] to [Year]			
[Year] to [Year]			
[Year] to [Year]			
2018 to 2019	\$5,027,996	\$5,023,156	\$4,840
2019 to 2020	\$4,870,124	\$5,138,140	(-268,016)

EXPENDITURES/STUDENTS

Year	General Fund Expenditures	Students	Expenditures/ Students
[Year] to [Year]			
[Year] to [Year]			
[Year] to [Year]			
2018 to 2019	\$5,023,156	405	\$12,403
2019 to 2020	\$5,138,140	410	\$12,532

MILL LEVIES

Year	General	Misc.	Special Reserve	Tuition	Building	Sub-Total	Excess Mills	Total	Totals
[Year] to [Year]									
[Year] to [Year]									
[Year] to [Year]									
2018 to 2019	70.72	12.12	2.08	11.12	20.21				116.25
2019 to 2020	71	12	3	11.12	20				117.12

See [NDCC Sections 57-15-13, 57-15-14.2, 57-15-16](#)

STATE/FEDERAL AID AND OTHER REVENUE SOURCES

School Year	Amount		
	State	Federal	Other Revenue Sources
2015-16			
2016-17			
2017-18			
2018-19	\$3,645,175	\$125,135	\$1,252,846
2019-2020 (projected)	\$3,778,508	\$95,107	\$1,264,525

DISTRICT FINANCE QUESTIONS

1. What are the financial trends of the district? **Short fall in school money**
2. What are the future financial challenges for the district? **Cutting expenses to build a reserve**
3. What steps should be taken now and in the future to meet the short- and long-term financial needs of the district? **Staffing reorganization and streamlining**

STAFFING

FTE INSTRUCTIONAL STAFF

Grade Level Served	Current FTEs	Projected		
		2020-21	2021-2022	2022-23
K-6		18	18	18
7-8		5	5	5
9-12		11	11	11

FTE SUPPORT STAFF

Support Staff Positions	Current FTE			
	K-6	7-8	9-12	Total
Food Service				3
Maintenance				4
Aides				9
Secretarial/ clerical				2
Transportation				3
Extracurricular				9
Other				

Support Staff Positions	Projected											
	2020-21				2021-2022				2022-23			
	K-6	7-8	9-12	Total	K-6	7-8	9-12	Total	K-6	7-8	9-12	Total
Food Service				3				3				3
Maintenance				4				4				4
Aides				9				9				9
Secretarial/ clerical				2				2				2
Transportation				3				3				3
Extracurricular				9				9				9
Other												

ADMINISTRATIVE STAFF

Grade Level Served	Current Staff	Projected		
		2020-21	2021-2022	2022-23
K-6	1			
7-8				
9-12	(1)	(1)	(1)	(1)

STAFFING QUESTIONS

1. Does the district need to adjust staffing levels for next year? In three years? In five years? **YES**
2. If yes to question 1, which staffing areas will need to be changed (instructional, support, or administration)? What is the reason for these changes (demographics only, changes to course offerings, etc.)?

Superintendent

K-12 Principal

Dean of Students

FACILITY PLANNING

Facility Name	Grade Level Served	Facility Age	Current Occupancy	% of Capacity Used	Projected Occupancy 2020-21	Projected Occupancy 2021-22	Projected Occupancy 2022-23

FACILITY PLANNING QUESTIONS

- List facility upgrades needed (e.g., Fire code, ADA compliance, energy efficiency, air quality, facility security, technology upgrades, etc.). **Computer, Technology**
- Are areas other than classrooms being used for instructional purposes (e.g., storage rooms, commons areas, etc.)? If yes, explain. **NO**
- Are portable classrooms being used? If so, how many and for how much longer?
10 classrooms
- Are new facilities needed due to enrollment projections or other reasons such as a facility's age? Explain. If yes, when will new facility be needed?
NO
- Can any current facilities be repurposed? Explain.
N/A
- Do any current facilities need to be sold? Explain.
NO
- Will the district need to increase its building levy (20 mill max) and/or seek voter approval of bond issuance in order to accomplish facility goals?
Not Yet

OUTCOME OF THREE AND FIVE- YEAR DEMOGRAPHIC PLANNING

Academic and extracurricular programs:

Instructional and administrative staffing:

Facility needs and utilization:

District tax levies:

Other:

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