

ACCREDITATION DEFICIENCY ACTION PLAN
BROOKINGS SCHOOL DISTRICT
 Submitted: March 28, 2023

Per the requirements of the South Dakota Department of Education, the Brookings School District is submitting the action plan to resolve outstanding accreditation deficiencies noted in the recent accreditation review.

DEFICIENCY	ACTION REQUIRED	ACTION COMPLETED AND/OR IN PROCESS	ANTICIPATED COMPLETION DATE
<p>School Improvement Plan. Authorized by ARSD 24:43:01:03</p>	<p>The FINAL strategic plan does not include a section for annual review of ARSD waivers. The district uploaded a separate letter that explained the waivers that are current, but it is not technically part of the improvement plan. The district must revise the FINAL Strategic Plan to include a section that addresses annual review of ARSD waivers.</p>	<p>Please find the attached school improvement plan approved by school board action on March 27, 2023. The school improvement plan was an area identified as needing correction in the recent Accreditation Review. The plan was missing language directly related to the Annual Review of Waivers. The document presented has that added language on page 15 along with a brief statement that indicates that the district is working on a new strategic plan document in the 22/23 school year. The accreditation office has verified with district staff that this added language will allow the district to be in compliance with this portion of the accreditation process.</p>	<p>Board action to approve the attached improvement plan occurred on March 27, 2023. Please find the plan attached to this letter.</p>
<p>Teacher Evaluation. Authorized by SDCL 13-42-34.</p>	<p>The district's evaluation policy from the negotiated agreement and/or handbook, which includes how often the district evaluates teachers, must include specific language for teachers in year 4 and beyond. The current language should read according to law. An example might be: <i>iii. Teachers in their fourth</i></p>	<p>This finding has been resolved. The Master Agreement negotiated between the Brookings School District and the Brookings Education Association has the language that the DOE was seeking and that mirrors what is in our board policy. Mrs. Stadler has shared the information via email with the reviewer,</p>	<p>Please note the attached email response to Mrs. Tanna Stadler noting the date of resolution which is March 13, 2023.</p>

	<p><i>continuous year of employment and beyond shall be evaluated not less than every other year.</i></p> <ul style="list-style-type: none"> • <i>A minimum of two (2) informal observations every other year.</i> • <i>A minimum of one (1) formal observation of professional practice every other year.</i> 	and it was confirmed that this issue is resolved.	
Principal Evaluation. Authorized by ARSD 24:58:03:01	Update the Brookings School District's Evaluation Policy from the negotiated agreement and/or handbook which includes how often the district evaluates principals. This must read according to law 24:58:03:01 for principal evaluations.	Per the requirements of ARSD 24:58:03:01, the Brookings School District has updated the board approved policy. The first reading of the updated policy was presented at the March 13, 2023 board meeting. The second and final reading of the policy occurred on and was approved by the school board at the March 27, 2023 board meeting.	Please note the attached meeting agendas from March 13, 2023 and March 27, 2023 noting resolution of the matter.
Certification. Authorized by SDCL 13-42-1.2 and 13-45-5; ARSD 24:43:10:01	<p>The following individuals are non-certified.</p> <ul style="list-style-type: none"> • Klara Beinhorn (US Government, HS History, World Geography) • Michael Nass (Finish Carpentry I & II) – previously assigned in 2018 as a non-certified teacher • Hunter Nedland (Biology and AP Biology) • Kale Skogen (Construction Trades) Mr. Skogen has taught since 2015 with no certification. <p>These individuals must apply for certification, or a certified teacher must be assigned. The following individual has an expired certificate:</p>	There were seven staff members flagged that had components or forms missing for certification. The certification system being down during the entire window of our correction period made it impossible to complete the paperwork that needed to be submitted. (Please note the email from Dr. Joe Graves dated March 16, 2023) Through that time, Brookings School District leadership met with the staff from the Department of Education to better understand what the identified staff members were missing. Additionally, school district leadership met with each identified staff member to support the completion of the requirements for certification. The state certification system is now up	Resolution of this deficiency is in process. The district anticipates complete of the matter no later than April 30, 2023. However, resolution of this deficiency is contingent upon resolution of matters with the new certification system.

	<ul style="list-style-type: none"> • Katie Jacobs (Ms. Jacobs is missing the AC2 Form) <p>This individual must complete her renewal application. The following individual is on his third year of teaching Health Education as non-authorized.</p> <ul style="list-style-type: none"> • Mitch McLagan <p>A 3rd year plan of intent waiver must be submitted to the Department.</p>	<p>and running, however there are still some operational challenges with the system impacting the district's ability to fully resolve this matter. The district leadership remains in constant communication with the certification office as well as the accreditation office to complete all the required online paperwork. The list below provides a status update for everyone that we are working with to get certified.</p> <ul style="list-style-type: none"> • Rick Grimsley – Complete • Katie Jacobs – Complete • Mitch McLagan – The district will submit the official board minutes from the March 13, 2023 board meeting where his plan of intent was approved by the board. The minutes will finalize the process for Mr. McLagan. • Klara Beinhorn, Mike Nass, Hunter Nedland, and Kale Skogen – The district leadership, along with the respective staff members, are working through access issues to the new system with the DOE and certification office. <p>As we have worked through the process, we have identified some internal process improvements that will ensure that we are not in this situation again. The district office staff plans to</p>	
--	---	---	--

		work with principals and the business office to better track staff that are hired without the proper certification so we can complete periodic, in-process checks with staff and support the staff members as they complete the requirements for certification.	
--	--	---	--

Plan submitted by: _____
Dr. Klint W. Willert
Superintendent of Schools

Date: _____
March 28, 2023