

**Independent School District 318**  
**Together, teaching and learning for life . . . to achieve excellence**  
**Strategic Aims: Highest Student Achievement, Safe Environment,**  
**Effective and Efficient Systems, Partnerships**

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**District Shared Decision Council Minutes of December 12, 2006**

Present: Sue Smith, Bonnie Johnson, Nate Lyons, Randy Erickson, Kathy Selsmer, Charlene DeLawyer, Jenny Benes, Susan Marking, Harvey Hietala, Patti Anderson, Len Rothlisberger, Sue Miskovich

The meeting was called to order at 8:00 a.m. by Charlene DeLawyer.

No items were added to the agenda.

**Approval of minutes:** Bonnie Johnson moved to approve the minutes of November 13, 2006 with the addition that Sue Smith was present at the meeting. Randy Erickson seconded the motion. Motion carried.

**Old Business:**

A directory of senate and house members was distributed. Joe Silko will serve as our liaison and bring any legislative concerns we have to the Itasca Area Schools Collaborative (IASC) for their consideration. This will enable us to have a stronger, regional voice.

**Review and Revision of Shared Decisions Goals:** Bonnie Johnson submitted a draft District Shared Decisions Council vision, mission and goal document for the committee to review. The word “instruction” was added to the mission statement. The goals were re-prioritized and placed in a new order. The word “support” was used in lieu of “provide” for the third bullet under the first goal. The second goal had a new bullet added, “provide opportunity to share and seek input from the Shared Decisions Council” and was placed as the first bullet. There was discussion if goals 2 and 3 should be combined. Draft documents will be made both ways for review by the committee in January. Goal 4, celebrating and recognizing accomplishments, has not made much progress but was still felt important. It was the consensus of the committee to nominate one item each month for follow-up as a newspaper article. Charlene DeLawyer and the nominee could meet after the council meeting and write the article and include a picture for submission. Harvey Hietala will share the revisions with the School Board. Thank you, Bonnie, for your work on the draft document!

**Early Release Day Plans:**

In-Town Elementary Buildings: Staff will focus on the staff evaluation process, review MCA II data and identify non-proficient students, identify strategies and materials to meet students’ needs, review Minnesota Academic Standards and review crisis intervention plans. Inservices will be held at each site.

Elementary Phy Ed: Staff will work on assessments, reporting procedures, and collaborate with the Myles Reif Performing Arts Center to incorporate dance into the curriculum. Staff will join their sites for crisis planning at 2:30.

Discussion was held on the consistent agenda established for the elementary sites. The agenda was developed based on input received by the elementary principals from their site councils and to ensure uniformity. Concern was expressed on the need for individual sites to spend time on their specific needs. This is an important concern and end of the quarter workshop days are established for building needs. The School Board approved early release days based upon District Shared Decisions specific purpose and format outlined. Building site councils are encouraged to give input to their building principal for release day agenda consideration.

Eagleview: Staff will focus on reviewing MCA II results, *Reading Street* implementation, math interventions, running records, and after school programming.

RJEMS: The Literacy Team will lead small group discussions on reading strategies, a video will be viewed, an activity will be completed, new tools and strategies will be selected for use and practice, and MCA II results will be analyzed.

GRHS: Each goal area will give an update but the majority of their day will be spent on crisis response planning.

Bigfork: Staff will focus on their reading goal and hear a presentation by Charlene DeLawyer, Sean Martinson and Janet Florine. The remaining time will be spent in learning communities and planning for the March 29 early release day.

Early Childhood Special Education: Staff will focus on reading/literacy and identifying strategies to work with birth to age five students at their individual educational level. A Project Read presentation and demonstrations on generating picture schedules and symbols are also planned.

Elementary Music: Staff will continue examining new music textbooks and revising report cards and assessments. Music staff should join their other co-workers for the crisis intervention piece.

ALC: Staff will work on leveling textbooks, implementing math across the curriculum areas and improving building safety. Lockdowns will need to be planned on five different days due to the varying schedule of students.

OT/PT: Staff plan to review student IEPs and adjust strategies as necessary.

Discussion occurred regarding students that fall in the “grey” area and don’t qualify for title services, special education services, or cannot enter programming due to waiting lists. The School Board is considering proposing a referendum and encourages ideas and thoughts from staff. Members expressed the need for a firm retention policy, all day/every day kindergarten, and smaller class sizes to reach all students. The planning and designing process for a referendum would be extremely important to ensure positive public reaction and success.

**Fall Conferences Dates/Times:** Participation at secondary level conferences appeared to be at approximately 30 – 35%. Elementary schools have approximately 98% participation. Sites prefer the flexibility to choose the dates and times that work best for their staff. The inconsistency of the Thursday conference day has been a concern. Administrators are encouraged to structure the day in the best way possible for staff and strive for the most efficient use of time and productivity. Professionalism and respect also should be taken into consideration. It was requested that a standard and parameters be set for conference days. A suggestion was also made to clean up the shorter weeks in November to make one longer break. Members should talk with co-workers and get ideas and input. Administrators will also discuss this at a future principals’ meeting.

**Building Reports/Celebrations:** Suggestions of activities to celebrate in the newspaper included the GHRS literacy team's work and the recent Infinite Campus training for all elementary staff. Len Rothlisberger will take the initiative and work with Jim Smokrovich and Bonnie Johnson to get information on the GRHS literacy team in the newspaper. This topic was considered a great interest story and good spin-off for other sites to report on their literacy activities.

**Site Reports:** Due to time constraints, individual buildings did not report on their activities.

**Next Meeting:** Our next meeting is **Monday, January 8, at 8:00 a.m.**, in **Administrative Services Room 135**. Agenda items include:

- minutes of December 12
- Shared Decisions' goals
- building reports
- other items

Respectfully submitted,

Jenifer Benes  
Recording Secretary