

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

District Shared Decision Council Minutes of February 12, 2007

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

Guest: Lora Mathison

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

The following items were added to the agenda: site council membership and early release day progress report.

Approval of minutes: Moved by Randy Erickson, seconded by Kathy Selmser, to approve the minutes of January 8. Motion carried.

Our School's Report Card Trend Data: *Our School's Report Card* survey results and trend data were shared by Lora Mathison. This is an optional survey conducted by our Systems Accountability Committee (SAC), which is a state-required community committee which reviews and recommends changes to district curriculum. The survey is conducted during November conference week. In addition to having paper copies available, the survey was accessible online for 2.5 weeks. Survey questions are revised as needed to collect valid data. The survey will be reviewed in May and adjusted for the November survey. Comments are sent specifically to the pertinent building for their attention. Trend data is helpful so sites and/or the district can respond to concerns. The Systems Accountability Committee (SAC) would welcome any District Shared Decisions members who would like to help out with the review and revision process. Charlene will work with Lora to set up a May date for interested people to assist the SAC.

AYP Year II Plan: The district's year II Adequate Yearly Progress (AYP) plan has been completed. Sue Miskovich, Connie Braiedy and Charlene DeLawyer worked on the plan. The target index keeps increasing; an index of 100 is the goal by 2014. In reading, 81% of our students score proficiently. Consistently, we nearly have 25% of students in levels 1 and 2. Equal numbers of students are non-proficient when comparing free/reduced and non-free/reduced, although the gap widens as students get older. This appears to indicate our non-eligible free and reduced students are under performing. Members questioned how to motivate students and involve parents. It was felt the district needs to closely look at retention or basic skills before moving students on to the next grade. It is important to get parents involved as early as their children's pre-natal years. The MCA II tests were recreated so districts are unable to correlate previous years. Up to 1% of special needs students can take the alternate assessment without penalty. A new alternate assessment for the most severely disabled students has been created; training will be offered by MDE in March. Charlene outlined the district's comprehensive needs. The district's plan is detailed and aligned with the needs assessment.

2007-2008 Early Release Days: The school board has approved three early release days during 2007-2008. The calendar is still being drafted but the superintendents are hoping to plan the same early out days throughout IASC to allow for collaboration. **Update:** Early release days are set for October 25, January 8 and April 15.

Talented and Gifted Task Force Update: Dr. Stephen Schroeder-Davis will present an informational meeting on a gifted and talented certificate opportunity offered through St. Mary's University during the March 9 grade level/curriculum area time. After the afternoon's breakout session, Becky Smith and Charlene DeLawyer will meet with Stephen to frame up what can be done with our academic excellence funds and activities.

Early Release Day Form for March 29: Buildings are reminded that their March 29 early release day plans are due to Jenny Benes by March 2 for action by the District Shared Decision Council at their March 12 meeting. The School Board has requested an update on the goals set and the progress made during these early release times. Building representatives have been asked to report at the May 7 School Board meeting. Progress reports should be sent to Charlene by April 23.

May 7 Site Team Meeting: It was the consensus of the committee to hold the May 7 site team/goal setting meeting in the Administrative Services building due to the high cost charged at the other facilities. The Boardroom and attached curriculum room, committee rooms, computer lab and lounge will be used for breakout sessions and goal planning. Substitutes and costs will be funded to the district AYP budget: 01-100-216-212-401-145.

Celebrations: It was the consensus of the committee to recognize Rich Derby, transportation director. Rich has done an outstanding job and was instrumental in making the transportation system more efficient. Buildings should cite specific examples of why they feel Rich should be recognized and send their comments by February 20 to Charlene for a Herald Review article. Parent testimonials would also be welcome. As an informational piece, it was shared that the district buses have auxiliary heaters so there is very little danger that students would suffer in the case of an emergency. Bigfork faces a challenge due to the need for a sub driver to pick up stranded students in their outlying area.

Membership on Site Council: Harvey Hietala expressed a concern that membership on the council is becoming more administrative rather than instructional. The council's intent was that committee representation would be classroom teachers. A different meeting date or time frame would be more beneficial to teachers. It was thought that information might be more readily received by classroom teachers rather than administrators; however, it may be difficult for teachers to implement the decisions made by the District Shared Decisions Council. Members were asked to take some time to ponder different meeting dates, times and their site's representation. A split meeting time would also be worth considering.

Site Reports:

ALC: The ALC team will be attending the state Alternative Education conference. They are reviewing different types of curriculum and determining reading levels. Today, Mary Niehaus will be presenting various intervention materials to use at the ALC.

Forest Lake: The building is really utilizing the Accelerated Reader program. RIF has set up three reading celebrations/activities. A winter festival is planned with a combination of fun and educational activities; parents become very involved with this event. Chuck Ames has been available to help staff. Community members and parents are coming in to read and work with students.

Southwest: Students are MAP testing and comparing their scores and writing goals for their progress. A family bagels and breakfast read morning has been set for March. The all day/every day kindergarten option is being discussed along with realignment considerations.

RJEMS: Bonnie Houck, MDE reading specialist, will be meeting with teachers on March 7 and modeling and presenting reading strategies to staff. Staff will review materials, novels and curriculum. Addressing students who are not reading at grade level is of special concern. The site team meets on February 13 and will develop a format for the March 29 early release day and discuss guest speaker ideas for differentiated instruction. Len is looking at developing professional learning communities within the school on reading strategies; he offers recertification hours to staff involved. The 2007-2008 school year schedule is being reviewed.

Bigfork: Nate Lyons reported that the school has many students out due to illnesses. A reapplication process was offered for their Reward program to juniors and seniors.

School Board: Community meetings have been held on all day/every day kindergarten and building grade level configurations. The district is waiting to see how the state will fund the program. It is important to keep parents informed and offer them options whenever possible.

Murphy: Planning has begun for the March 29 early release day. A date for Accelerated Reading training is being planned. Leveled books are now in the library. Books and Bagels will be held on March 2 and is an excellent parent involvement activity. The event will be held during the day.

Cohasset: Four people attended the accelerated reader training and most people are accessing the information. A Read-a-thon will be held in February; family pizza night will be tomorrow. This is a big parent involvement piece at Cohasset. A new parent-child pickup procedure has been implemented; parents must stay by the office rather than coming to the classroom.

The meeting was adjourned at 9:50 a.m.

Our next meeting is **Monday, March 12, at 8:00 a.m., in Administrative Services Room 135.**

Agenda items include:

- Minutes of February 12
- Early release day plans for March
- May site team goal setting
- Upcoming Staff Development opportunities
- Site Council membership
- Building reports/celebrations
- other items

Respectfully submitted,

Jenifer Benes