

**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 January 8, 2007**

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

Guest: Pat Rendle

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

The following items were added to the agenda: 2007 Legislative Contact list, press release for Early Release day, AYP Year II Plan, and two requests from the School Board.

**Approval of minutes:** Bonnie Johnson moved to approve the minutes of December 12, 2006. Harvey Hietala seconded the motion. Motion carried.

**Fall Conference Dates and Times:** Fall conferences will be scheduled as in the past, allowing the flexibility for sites to choose their dates and times.

**Itaskin Education Center:** Charlene DeLawyer will meet with Josh Robinson to fine-tune IEC's early release day plans for January 9.

**District Shared Decision's Goals:** Kathy Selmser moved to approve the combined goals, vision and mission statement with goal 3 amended to read "celebrate and provide recognition for efforts and accomplishments." Susan Marking seconded the motion. Motion carried.

**Area Learning Center:** Pat Rendle provided an overview of the Area Learning Center's programs which included independent study, teenage parenting program, sit-down, and night school. School within a school programming is now handled at the high school. Space is a critical issue at the learning center and limits the number of students they are able to serve. The staff is very excited about the newly formed alternative learning task force with the hope that their program can grow. The 9<sup>th</sup> grade population is an area that currently is not being served. The 10<sup>th</sup> grade program is only three days a week and that program could also expand. The task force will meet on Monday, January 22, at 3:30 p.m., in the Administrative Services Boardroom. The meeting will be facilitated by Vicki Nelson. Anyone with an interest in alternative education programs is invited to participate.

**Our School's Report Card Survey Results:** Charlene DeLawyer provided a summary of Our School's Report Card survey results. Specific site comments will be given to the individual building. Overall, the results were very favorable: parents feel staff listen to them, students feel safe, and bullying doesn't appear to be an issue. Suggestions for future questions on the survey were to try and determine who exactly is completing the

survey. Some suggestions included: Do you attend your child's conferences? Is this the first time you have completed this survey? Trend data was also felt very important. Are we getting more positive results than before? Comparing past results is difficult as questions have changed over the years. Members felt the questions were becoming more appropriately worded and meaty. Charlene will compare results from previous years' surveys to determine the district's progress. It was felt very positive steps have been made in the transportation satisfaction area. Rich Derby, transportation director, was suggested as someone to recognize in a future press release.

**Adequate Yearly Progress (AYP) Year II Plan:** Kathy Hill, Minnesota Department of Education has been hired through the NE Service Coop to help districts write their AYP Year II Plan which is due February 22. What have sites done to incorporate the district goals? Sites were asked to review the year two goals and adjust, add, and/or delete; please e-mail Charlene if you have any suggestions. A draft of the plan will be brought to the next meeting. Connie Braiedy, Sue Miskovich and Ruth Tatter also volunteered to help Charlene write the plan. Feel free to help if you are interested.

### **Building Reports:**

Forest Lake: Staff is busy preparing for tomorrow's early release day and will give input on agenda items for March's early release.

GRHS: The early release day will mainly focus on table top scenarios based on crisis situations. A lockdown practice was held. The First Class Team went to Alexandria to observe academic advising teams. Staff will receive information and give input as to if they should move forward with this strategy. Registration will begin next month. College in the schools programming, through UMD, will be in place for next year as well as IB coursework.

Area Learning Center: Construction work has been completed and water damages are being calculated. Space is an issue and more computers are needed. They are looking at purchasing computers through Microsoft funds and utilizing N and D dollars for software. The ALC has no written lockdown procedure or documentation so time will be spent planning this during their early release day. Measures of Academic Progress (MAP) testing is moving along very well; individual student data will be reviewed. Leveling books and integrating math into other curriculum areas will also be a focus for the afternoon.

Cohasset: The site team hasn't met since the end of November. Reading activities are going strong. Retired teachers are administering the Jerry Johns assessment to students. Web-based accelerated reading has seen increased activity; four people will receive training this month. A lockdown is scheduled during the early release day.

Administrative Services: The building's crisis plan has been revised and reviewed. A potluck was held to welcome Early Childhood staff.

Early Childhood has been meeting every other week. The move began on December 23 and students attended their first classes on January 3 in their new home at the Administrative Services building. Everyone's happy and very pleased with the results and space.

RJEMS: The literacy team met this morning and the site team meets tomorrow. Things are in place for the early release day. Activities include modeling and working through a number of the reading strategies. Recertification hours are being offered for work done on teaching strategies using Cris Tiovani's book. The teacher evaluation format is going well in the building. Tenured teachers are on a 3 year cycle and given the Danielson

rubric and doing self-evaluations. They are setting individual goals and plans. MCA II data will be distributed tomorrow; subgroup data will also be scrutinized.

Bigfork: Their early release day includes a visit from Charlene and Janet Florine for a presentation on reading strategies. Sean Martinson will also work with staff on updating their website.

Southwest: Their early release day has been planned; staff is comfortable with the agenda. At the end of the day, they will evaluate how things went.

**Graduation Credits:** It was requested that IASC superintendents meet to get a consensus on the number of credits necessary to graduate from the Area Learning Center and in what courses. It was felt that districts must adopt the program ALC offers. It was also suggested that courses be titled more clearly. Charlene will forward this item to IASC.

**Crisis Management Update:** On Wednesday, January 10, a county-wide crisis management meeting will be held to develop consistency throughout the area's school buildings. By having a similar procedure in each school, our emergency personnel will be able to assist more easily. ISD 318 is looking at a common identification badge throughout the district for all sites and employees. The sheriff and police departments are looking for continuity throughout the districts.

**Committee Highlights:** The School Board is looking to receive a summary report of our activities and recognitions. It was felt that the committee's website could have this information posted. Charlene DeLawyer will follow-up to get a clearer idea of what the Board is seeking.

**Public Recognition:** Charlene will follow-up with Marie Nitke to ensure our celebration suggestions get in the newspaper. Bonnie Johnson has not been contacted by the paper on the literacy team recognition article. Another suggestion was to highlight our success with assessment data and scores and tie it in with staff development. This will help explain our purpose of moving teachers forward with reading strategies and the benefit of sending students home early on our early release days. It's important to show how these activities benefit students. We need to continue to highlight our strengths. Community Education has designed programming (i.e. Winter Frolic, etc.) for students during early release afternoons to make it easier for parents.

**Early Release Days:** It was the consensus of the committee to have Charlene DeLawyer seek approval from the School Board to have three early release days during 07-08. As the 07-08 calendar is still being developed, early release dates will be similar to this year with the March 2008 date moved up somewhat.

**Multi-District Staff Development:** The multi-district committee is not planning an August or March multi-district day for next year. It was felt a motivational multi-district inservice could be held on Monday, January 21, 2008 (Martin Luther King Day). This was based on staff feedback on the August evaluation forms.

**Paraprofessional Recognition Week** is January 15 – January 19, 2007.

Joe Silko has e-mailed an updated **2007 legislative contact list** to all staff.

**Grand Rapids High School Recognition:** A speech by Mark Dayton recognizing the Grand Rapids High School as a school of excellence is on the Congressional Record from April 2006. A copy of this will be sent to all committee members.

**May Goal Setting/Shared Decisions Meeting:** It was the consensus of the committee to begin plans for the May Site Team/Goal Setting session. This will involve training for all site teams and the opportunity to review and revise goals for 2007-2008.

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

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

Agenda items include:

- Minutes of January 8
- Draft of AYP Year II Plan
- Talented and Gifted task force update
- Early release day plans for March
- May training date for site goal setting
- 2007-2008 early release dates
- Building reports/celebrations
- other items

Respectfully submitted,

Jenifer Benes