

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 Decisions Council Minutes, Monday, June 5, 2006

Present: Susan Smith, Kathy Selmsler, Sue Hoeft, Wendy Muntean, Susan Marking,
Sue Miskovich, Betty Brandt, Bonnie Johnson, Sue Mattson

The meeting was called to order by Sue Mattson.

Additions to the agenda: Systems Accountability's Our School Report Card

Betty Brandt moved to approve the minutes of April 17, 2006. The motion was supported by Bonnie Johnson. Motion carried.

May 2 Site Team Workshop Evaluation:

- The day provided essential time to review building data, analyze data to determine progress in meeting building goals and write 2006-2007 building goals.
- Provide site team workshop in May of each year
- Keep day's agenda to a minimum with the majority of time for the site teams to work
- Provide building /district longitudinal data (important to identify trends over time)

Building Improvement Plans:

Robert J Elkington Middle School

- Reading focus
- Staff will read Cris Tovani's book, I Read it but I Don't Get it
- will identify reading strategies for all staff to incorporate into their curriculum
- building goal should incorporate all grades to build ownership in addressing reading and measuring impact on reading

Grand Rapids High School

- improving reading achievement is their ongoing three year goal
- want to keep the awareness up front
- concern with math Adequate Yearly Progress (AYP); additional goal focuses on math achievement
- need to prepare students for meeting math requirements and meeting the academic standards
- personalize learning environment with an advisor and programming; focus on personalization skills
- every room will have building goals posted

Murphy

- reading and math goals were formatted very nicely
- a new reading series will be implemented this fall
- data it utilized to determine instructional focus
- successes will be celebrated

Cohasset

- focus will be on reading and math goals
- library/computer training with the Accelerated Reader
- reading and math curriculum and delivery will be reviewed
- leveling books will be an action step

Early Childhood

- relocation to Administrative Services building in October
- site team will be revamped to include all groups (including Headstart)
- team will meet monthly to evaluate progress
- early literacy is an ongoing focus
- utilizing school readiness assessment will provide data

Forest Lake

- focus will be on math and reading goals
- parent volunteers are utilized for Math Facts in a Flash
- Skills Tutor is another assessment
- need additional training on the web-based system
- each student's progress and program is tracked
- would like to see common prep time
- Accelerated Reader leveled reading providing students text to read at their level
- grade K-3 meetings will continue quarterly
- would like to extend parent involvement focus from K-3 to include grades four and five

Southwest

- focus on reading and math goals
- classroom goal setting has been completed; goals are posted in every classroom

Eagleview

- improvement plan to be written in summer as building will remain open

Building improvement plans were submitted to School Board at their June 19 meeting.

2006-2007 Meeting Dates were approved (listed below). No May meeting date due to site team training.

Monday, September 11, 2006

Monday, October 9, 2006

Monday, November 13, 2006

Monday, December 11, 2006

Monday, January 8, 2007

Monday, February 12, 2007

Monday, March 12, 2007

Monday, April 9, 2007

Tuesday, June 5, 2007

Meeting will begin at **8:00 a.m.** in Administrative Services Room 135.

Systems Accountability's Our School's Report Card

- Systems Accountability has drafted a revised report card (parent survey) using recommendations from the District Shared Decisions Council
- reviewed draft and identified changes
- final draft will be reviewed by the District Shared Decisions Council in September

Early Release/Professional Development Proposal

- request school board to approve three early release days in 2006-2007
- provide time for staff to work together on the implementation of building goals to improve student achievement
- provide staff quality time to review and analyze data to determine if goals are being met and identify instructional strategies
- provide building professional development, both cost effectively and efficiently
- provide staff time to meet and plan across grade levels, curriculum areas and with special education
- provide half day inservices on instructional strategies which can be implemented in classrooms
- embed learning communities into the professional development process

Process:

- each building will submit their early release staff development plan to the District Shared Decisions Council approximately three weeks prior to each early release date

Focus:

- Implementation of building plans and action strategies
- Analyze data to determine instructional strategies and measure student growth
- Provide training in specific goal areas (reading and math)
- Identify strategies to implement and monitor and adjust
- Provide time to plan and support transition between grade levels and buildings

<u>Submit Plans by</u>	<u>Shared Decisions Reviews/Approves Plans</u>	<u>Early Release Date</u>
Fri, September 29	Monday, October 9	Thurs, October 26
Fri, December 1	Monday, December 11	Tues, January 9
Fri, March 2	Monday, March 12	Thurs, March 29

Student Release Time: 12:30 p.m.

Professional Development: 12:45 p.m. – 3:30 p.m.

A motion to forward the recommendation of three early release days using the above rationale and process to the School Board was made, supported, and approved unanimously.

Note: The School Board approved the three early release dates and process at their June 19 meeting

Thank you for the commitment you have demonstrated in establishing a Shared Decisions Council that supports continuous improvement. You have developed a process that provides opportunities for buildings to continually review data to make sound decisions in improving student achievement.

I have enjoyed and appreciated the opportunity to serve on this committee with all of you.

Respectfully submitted,

Sue Mattson
Assistant Superintendent

xc: Building Principals