

**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 November 13, 2006**

Present: Patti Anderson, Harvey Hietala, Bonnie Johnson, Randy Erickson, Charlene DeLawyer, Len Rothlisberger, Jenny Benes, Kathy Selmsner

The meeting was called to order by Charlene DeLawyer at 8:07 a.m. in Administrative Services Room 135.

There were no additions to the agenda.

**Minutes:** Bonnie Johnson commented that Grand Rapids High School's early release day of October 26 would include reports from all four teams. Bonnie Johnson moved, seconded by Harvey Hietala, to amend the minutes of October 9 to reflect that comment. Motion carried.

**United Way Update:** Kim Keating has agreed to be Robert J. Elkington's United Way representative; that change will be made to the donation summary sheet. Charlene DeLawyer gave an update on the ISD 318 United Way drive. Employees have until November 15 to make donations. Approximately \$9,000 has been donated to date. Several sites mentioned additional dollars were coming in. It was requested by District Shared Decisions to add the United Way update to Labor Management Committee's agenda today since this information could be shared between employee bargaining units.

**October 26 Early Release Day Comments:**

Grand Rapids High School felt they had a very full afternoon. Presentations were given from each of the various committees focusing on the goals developed.

Murphy: Elementary staff had a variety of activities planned involving assessments, automated report cards, Map testing analysis, etc. Due to time constraints, not all technology support topics were covered.

Robert J Elkington Middle School staff experienced a great afternoon. Len Rothlisberger gave a Power Point presentation featuring acronyms, reading across the content areas and our AYP process. Josh Robinson spoke on special education topics. Charlene DeLawyer presented information on the district's reading philosophy and initiative. The RJEMS literacy team also reported. Excellent feedback was received from staff.

GR Area Learning Center's afternoon focused on reading strategies such as skimming, predicting and reading comprehension. They are trying to incorporate material across curriculum areas such as math and social studies. One suggestion on how to incorporate these two subjects would be student activities involving sequencing and timelines.

Elementary Physical Education staff determined new assessments were needed. Also report cards and comments and suggestions received previously from the Systems Accountability Committee were reviewed.

**Eagleview's 06-07 Building Plan:** Eagleview's 06-07 building plan included reading and math monthly benchmarks, action steps and implications of their goals. It was moved by Kathy Selmsner, seconded by Len Rothlisberger to approve Eagleview's revised 06-07 building plan and forward it to the School Board for approval. Motion carried.

**Assessment Update:** Charlene DeLawyer reviewed the Measure of Academic Progress (MAP) summary of strengths and areas of concern from the September 2006 testing. In Grades 2-9, no strengths or areas of concern were shown on the reading assessment. Math results show strengths in grades 7 and 9 in the Statistics/Probability strand and in Grade 4 with geometry/measurement. Areas of concern are shown in the Number Sense/Computation strand for both grades 2 and 3. Math Facts in a Flash and other supplemental materials are being utilized at the elementary sites.

**Reading Year 2 Goals of our Adequate Yearly Progress Plan:** Charlene DeLawyer reviewed our year two goals and felt the district was right on track. We are currently working on differentiated instruction K-12, literacy teams are actively meeting at all levels to inform staff and offer instructional strategies, flexible grouping is happening, and the Jerry Johns assessment tool is being utilized. The committee felt their voice needed to be more proactive and stronger with concerns of the MCA II testing, the delay in receiving results, the difficulty of the assessments, and other concerns. It was also felt by including IASC and MREA our voice could be even stronger. Harvey Hietala and Charlene will meet and formulate questions and concerns to be addressed with our legislators. Members should poll their staff and have them also send their concerns and comments to Charlene at [cdelawyer@isd318.org](mailto:cdelawyer@isd318.org).

**Talented and Gifted Update:** A Talented and Gifted (TAG) task force has been recently formed and is being facilitated by Len Rothlisberger and Brent Brunetta. Wendy Behrnes, MDE gifted and talented specialist, will work with the committee on December 13. The committee has split into two subcommittees. One group is reviewing the possibility of a hiring a coordinator to develop the program, creating a job description, defining duties, etc. Another group is looking at the philosophy, identification of students, rationale, etc. The legislature has allocated \$9/student to districts for the development of talented and gifted programming. The committee's intent is to have a program in place for next fall. St. Mary's University is offering a Gifted and Talented Instruction certificate program in Grand Rapids. Ten teachers are needed to commit to the program. See the district's professional development web site for additional information: <http://www.isd318.org/recert.htm>.

**District Shared Decisions Goals Update:** Members felt this committee drives sites in the continuous improvement process and has evolved toward improving instruction. The committee also provides assistance to sites with their goals. After discussion, it was suggested that members review the goals and be prepared to revise the committee's goals if deemed necessary. This item will be placed first on the December agenda. If you have thoughts or ideas, they can also be emailed to [cdelawyer@isd318.org](mailto:cdelawyer@isd318.org).

**Public Recognition Form:** It was felt that recognitions should be placed on each agenda for sites to share successes. The School Board recognition form will also be shared at the next meeting to increase awareness of this tool. Staff were encouraged to contact the paper for publicity on activities happening at their site.

**January 9 Early Release Day Plans:** Sites were reminded that the January 9 early release day plans are due to Jenny Benes by **Friday, December 1**. The committee will review the plans at their December meeting. There is not a 45 minute reading requirement for the January early release day.

**Site Reports:**

School Board: All three school board members have been re-elected to serve another four year term. Harvey expressed his anxiety over the transportation amendment and the possibility of funds being diverted from education.

Area Learning Center: The roof construction project is done after nearly 2.5 months of interruptions.

**Our School Report Card**: Members were reminded that Systems Accountability's Our School Report Card survey is now available online at [www.isd318.org](http://www.isd318.org). Some sites have sent home paper copies of the survey to encourage better participation; however, these surveys will need to be manually entered.

**Fall Conferences**: It was requested that a discussion on conference dates and times be discussed at our next meeting. Due to Parent Portal, conference attendance appears to be falling; however, more contact is being made throughout the entire year through emails and phone calls.

**December Meeting Date Change**: Due to a conflict, the December District Shared Decisions meeting will be held on **Tuesday, December 12, at 8:00 a.m.**, in the **Administrative Services Room 135**.

**Next Meeting**: Our next meeting is **Tuesday, December 12 at 8:00 a.m.**, in **Administrative Services Room 135**. Agenda items include:

- minutes of November 13
- Update District Shared Decisions' goals
- Fall Conferences – dates and times
- January 9 Early Release Day Plans
- building reports
- other items

Respectfully submitted,

Jenifer Benes  
Recording Secretary