

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 November 12, 2007

Present: Kami Daley, Angie Anderson, Bonnie Johnson, Kathy Selmsler, Charlene DeLawyer, Jenny Benes, Randy Erickson, Susan Marking, Dale Christy, Diane Klenotich.

The meeting was called to order at 8:05 a.m. by Charlene DeLawyer.

Approval of minutes: Randy Erickson moved, seconded by Angie Anderson, to approve the minutes of October 8, 2007. Motion carried.

Additions to the Agenda: The following items were added to the agenda: Meeting Frequency and May Site Team Training.

Distribution of *Our School's Report Card*: System Accountability's *Our School's Report Card* survey is available online until November 29 at <http://www.isd318.org/>. Paper copies are also available in buildings.

Richard Allington Inservice: Eighty-two people attended *What Really Matters to Struggling Readers* presented by Richard Allington on November 1 at the Blandin Foundation. Study groups are being formed using his book Schools that Work. Charlene DeLawyer will meet at a different elementary site each Thursday for discussion groups. A schedule will be developed to allow staff to attend the site and date that best fits their needs.

United Way Update: Sue Hoeft was not available to give an update on the District's United Way Campaign; however, several sites had a significant increase in dollars given. Those buildings are transportation, the high school and the middle school. Grand Rapids High School students donated \$157.60 which was included in their site's total. What a wonderful show of support for our community. Thanks to all who made this year's United Way campaign such a success!

Fall Conferences: A copy of the Fall Conference Schedule was reviewed and revised.

District Curriculum Committee: Charlene DeLawyer explained the proposal for the creation of a District Curriculum Committee which would meet approximately three times per year. The purpose of the committee is to manage student learning and expand the use of curriculum as a management system to promote continuous improvement of programming. Membership would be comprised of administrators and teachers. Membership would change yearly with the curriculum cycle and members would rotate through a three-year term. Each site would have principal representation and the intent is to have twice as many teachers as administrators. The curriculum review cycle was also distributed and reviewed. The District Curriculum Committee proposal has received approval from Superintendent Silko and the administrators; Charlene will seek School Board approval also, if necessary.

January 8 Early Release Day: Building plans are due to Jenny Benes by **Friday, November 30**. The committee will review building plans at their December 10 meeting.

District Shared Decisions Committee Notebook: Jenny Benes reviewed the District Shared Decisions Committee notebook that was created many years ago. It was the consensus of the committee to produce new notebooks for members consisting of membership, meetings dates, minutes, agendas, goals, improvement plans and data.

Frequency of Meetings: It was felt that monthly Shared Decision meetings are important to keep communication flowing. It's possible the January meeting could be cancelled due to several activities already occurring in January (Early Release Day, Multi-District inservice, etc.). This will be further discussed at the December meeting. Calendars for 08-09 will be drafted soon; the School Board would need to approve Early Release Days for 08-09, if requested.

May Site Team Goal Setting: It was suggested that site team goal setting be scheduled for Monday, May 5, at Wendigo. This all-day training would follow after the District Curriculum Committee has met and prior to District Staff Development. It was suggested that we bring our sound system to Wendigo to alleviate acoustic problems.

Building Reports/Celebrations

Area Learning Center: Geri Downing presented Jerry Johns training at the early release day. Measures of Academic Progress (MAP) math results are being shared with staff. Robert J Elkington Middle School team will meet this week. During the October early release afternoon, Dr. Stephen Schroeder-Davis spoke on differentiated instruction and many questions and issues were raised. It was felt this topic is making instructors feel overwhelmed. Dr. Davis will be returning and will hopefully alleviate many of the staff's concerns.

Murphy: Diane Klenotich is the new chair of Murphy's site team. They will begin planning their January early release day. The October release day went fine. Communication and math results are still areas of concern. A staff meeting will be scheduled soon.

Southwest: No site team meeting has been held. Data retreat information was shared during their early release day. There are still complaints on the bathrooms and portables. Grand Rapids High School team will meet on Wednesday. Each committee reported during the early release day and data was reviewed. Literacy Team is providing refreshers on tips and tools. The 9th Grade Transition program will meet in December to gather feedback and plan for second semester. Interim grade postings caused a concern for some teachers. A calendar will be developed to avoid postings close to mid-quarter. The Green Team would like to become recognized as a site committee working on school climate and effective and efficient systems. IB programming is being evaluated; this occurs every five years.

Cohasset: Staff gave positive comments on the October early release day. Technology highlights were shared by the principal and data was reviewed. Conferences were discussed with the possibility of adding a specific building survey. Cohasset is considering offering Love and Logic training.

Forest Lake: Early release time was focused on data. Staff felt it was a very worthwhile afternoon. Each student will have a data sheet to use common terminology between grades to assist parents' understanding. The leveled bookroom is nearly complete and is starting to get used. Books are organized by lexile and accelerated reader. A section of non-fiction leveled books is being prepared with a focus on weather. Instructional

resources provided by NWEA will be available in December for sites to get specific individual student data.

District Staff Development Representative: Dale Christy expressed thanks at being allowed to sit in on this committee to create a communication link back and forth between Shared Decisions and Staff Development.

Next Meeting: Our next meeting will be **Monday, December 10, at 8:00 a.m., in Administrative Services Room 135.**

There being no further business, the meeting adjourned at 9:18 a.m.

Respectfully submitted,

Jenifer Benes