

Independent School District 318
Together, teaching and learning for life . . . to achieve excellent
Strategic Aims: Highest Student Achievement, Safe Environment,
Effective and Efficient Systems, Partnerships

District Shared Decision Council Minutes of September 11, 2006

Present: Nate Lyons, Susan Marking, Kathy Selmsler, Sue Hoeft, Bonnie Johnson, Charlene DeLawyer, Len Rothlisberger, Harvey Hietala, Randy Erickson, Patti Anderson

The meeting was called to order by Charlene DeLawyer at 8:00 a.m. in Administrative Services Room 135.

Additions to the agenda: Effective and Efficient Systems: the computer-age student; Partnerships: United Way campaign.

Introductions: Members introduced themselves and identified their sites. Randy Erickson will be the new ALC representative, Patti Anderson will co-serve with Sue Smith as Murphy representatives; RJEMS will select a new representative in the next week.

Minutes: Harvey Hietala moved to approve the minutes of June 5, 2006, seconded by Bonnie Johnson. Motion carried.

United Way Campaign: Site coordinators are still needed at RJEMS and GRHS for the District 318 United Way fund drive. The district kick-off will be held on **Tuesday, September 19, at 3:30 p.m., in Administrative Services Room 135**. Charlene DeLawyer and Sue Hoeft are the joint district facilitators. The district's goal is to raise \$15,000. Staff who donate funds to the United Way will have their name placed in a drawing for district and site incentives. Preparation for the fish boil will take place on September 13, at 5:00 p.m., Second Harvest Food Bank. The Fish Boil will be held on Thursday, September 14 with over 300 people expected. This is the official beginning of the community United Way campaign.

Early Release Day Process: Our first early release day is Thursday, October 26, with sites to submit their plans to Jenny Benes by **September 29**. Building administrators were given copies of the form to complete. The District Shared Decision Council will review and approve the site plans at their October meeting. Forty-five minutes of the release time should be allotted for our reading initiative. It is proposed that each site discuss and review the literacy team topic during the 45 minute period. This would be to ensure a common discussion thread going through the system. Each elementary school will have representation on the elementary literacy team; however, there is no limit to the number of members. It was felt that language arts grade level representatives would be a good base to form the elementary committee.

During the October early release day, grades K and 1 will be trained with the Jerry Johns reading inventory. Charlene will meet with GRHS staff on September 13 to determine where they're at and what they need for literacy team support. Students will dismiss by 12:30 and inservices will be held from 12:45 – 3:30. Principals will be in their buildings to facilitate discussions.

Literacy crosses all areas, so specialty teachers such as art, music and physical education should look for ways that improved literacy would help student growth in their classes. It was mentioned that literacy is much more than reading; it includes listening, comprehending, retelling, etc. The committee approved the 45 minutes literacy block as part of their early release day format by consensus.

Systems Accountability Survey: Charlene DeLawyer will bring comments to the September 26 Systems Accountability Committee regarding the survey including:

- Distribute the survey through parent portal, have a hot link on the district home page, and send hard copies to families who have requested paper-based forms and reports
- Use computer labs and sitting areas for families to complete the survey
- Offer incentives such as extra credit for secondary students and popcorn for elementary students
- Clarify the survey requirement of one survey per child or one survey per household so results are not skewed
- Allow the ability to give comments specific to a school site

The survey will be available November 10 – November 25. The District Shared Decisions Committee stressed that it's vital to get true and accurate feedback. Len Rothlisberger and possibly Patti Anderson will attend the September 26 System Accountability meeting to help share the committee's comments and concerns.

Eagleview's Site Team Goal: It was the consensus of the committee to have Charlene DeLawyer work with Eagleview staff to fine-tune their reading goal for 06-07. This item will be on the October 9th agenda for committee approval.

RJEMS Reading Goal has been revised to be more inclusive so all grades will have student reading scores increased on the MAP assessment by 3.0 RIT points.

Building Reports:

Cohasset: Site has not met yet. The team will continue to review goals and focus on the new reading curriculum, *Reading Street*.

RJEMS: Gina Hawkinson is the new chair and the team will meet on September 12. New members will be on the committee and a new District Shared Decisions representative will be determined.

Forest Lake: Site has not met yet; however, a staff meeting will be held on September 14. Much discussion has been occurring on the new reading curriculum.

Murphy: Site has not met yet. Patti Anderson will serve as a co-member on the district site council. Title staff are assessing grade one students and identifying struggling readers in grades 3, 4 and 5. As part of crisis management planning, five lockdowns are required at the elementary level. They are working toward meeting that requirement with Officer Eric Koenig.

Early Childhood: Classes are still being held at Riverview. Construction at the Administrative Services building is going well. Their emergency plan will be reviewed on September 18 with a blending of staff including Invest Early, Early Childhood Family Education and Headstart.

Technology: Measures of Academic Progress (MAP) testing will occur from September 25 – October 11 in the areas of reading and math for grades 2-9.

Community Education: Fall brochure is being distributed on September 17 with 28 pages of fun-filled activities and events in which to participate.

Area Learning Center: Staff are busy registering students. MAP assessment will be used with all new students. Jim Heinrichs is offering a special math BST course to help students pass the assessment. Major renovations are taking place at the ALC; two of the classrooms are “under construction.” Brian Johnson and Eric Koenig have offered assistance with their crisis management plan. Staff meetings are held every Thursday from Noon until 1:00.

Bigfork: The team met before school started. A student leadership reward program is being implemented for juniors and seniors. Certain privileges and also discounts at area businesses are being offered to these students as incentives for increasing their grade point average and/or by not having discipline or tardy problems. All staff help determine the candidates for attitude changes.

Grand Rapids High School: The team will meet on September 20. The three goals they focus on include literacy, math and personalization. Changes for this year include a new bell schedule and four lunch periods. Sustained silent reading (SSR) time is no longer consistent at the high school with these changes.

School Board: Harvey Hietala reported that the Board’s goal is to keep sites open without sinking the district. The Board has discussed asking for an operating levy referendum based upon our large class sizes. Approximately 88% of Minnesota school districts have an operating levy in place.

Technology in the Classroom: Harvey Hietala shared information he received at a Minnesota School Board Association (MSBA) session regarding the changing world we are moving into and the teaching staff who did not grow up with so much technology. How can they teach and reach today’s high tech students? How can teachers best make use of the new equipment and software? Len Rothlisberger shared that RJEMS grade six teachers received hands-on training several times last year.

Class Sizes: It was mentioned that with today’s large classes, computer labs are not able to accommodate the students for computerized testing or coursework.

In-School Suspension: Bigfork shared that they have a new in-school suspension room. There are concerns with protection and security for both the staff and the student(s). Suggestions included moving the classroom, installing a camera and having a large window in the door. As an update, the room has been relocated to resolve this issue.

Next Meeting: Our next meeting is **Monday, October 9, at 8:00 a.m.,** in **Administrative Services Room 135.** Agenda items include:

- minutes of September 11
- early release day plans
- Eagleview’s revised goals
- assessment update
- building reports

Respectfully submitted,

Jenifer Benes
Recording Secretary