

CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE  
**MINUTES**

March 22, 2010  
WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Mrs. Kimberly Angove, Chairperson  
Mr. Jack Werner  
Dr. Paul Yourchisin

Ms. Amanda Hetrick  
Mrs. Diane Martin  
Mrs. Amy Stewart

COMMITTEE MEMBERS ABSENT:

Mrs. Rosemarie Green

OTHERS PRESENT:

Donna Zariczny	Dr. Robert Terrill	Jeff Flickner	Justin Tech
Tom Knapp	Petter Turnquist	Marcia Madigan	Dean Wells, WTO
MaryAnn Paris	Dr. Norbert Kennerknecht	Darlene Albaugh	Wendy Norris
John Grant	Paul Giannini	Stacey Ludwig	Sue Turner
Jeff Lockett	Janet Peterson	Louise Tharp	Lisa Niedzialek
Arthur Stewart	Kris Whitaker	Claudia Solinko	1 other

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 6:02 PM by Mrs. Kimberly Angove.

1.2 Public Comment

There was no public comment.

2. Old Business – There was no old business.

3. New Business

3.1 GRANT: Forensic Lab Tour at Mercyhurst College

**Discussion:** A teacher of chemistry at Youngsville High School would like to apply for funds from the School to Work Program to take his students to the forensic science lab at Mercyhurst College where they will go on a tour of the facility and have the chance to talk to both faculty members and students regarding the education necessary to qualify for a career in forensic science.

**Action:** This will be forwarded to the Board for approval. If this proves to be a valuable experience, it will be considered to be made a countywide event next year.

**Motion:** That the Board of School Directors authorizes the administration to submit a grant request to the Warren/Forest Higher Education Council School to Work Committee for grant funding to cover the costs associated with a tour of a forensics lab at Mercyhurst College for Youngsville High School chemistry students.

### 3.2 Warren County Career Center Planned Instruction

**Discussion:** Proposed planned instructions for Auto Collision Technology, Automotive Technology, Pre-Engineering Technology, Electronics Technology, and Machine Technology were presented to the committee for consideration.

The issue of the safety of using welding in some of the shops has been addressed. Welding safety is being taught in the shops that use welding as part of the curriculum. The district's insurance provider has suggested the procedure.

**Action:** The planned instructions will be forwarded to the board for approval.

**Motion:** That the Board of School Directors approves the planned instructions for Auto Collision Technology, Automotive Technology, Pre-Engineering Technology, Electronics Technology, and Machine Technology.

### 3.3 School to Work Contract Renewal

**Discussion:** The administration proposes that the district continue its partnership with the Warren/Forest Hi-Ed Council to provide School to Work opportunities for students. Some of these opportunities include job shadowing twice each year, college and career expos, and Educator in the Workplace programming. The administration has observed that the students have received many benefits beyond what have been included in the contract, such as the Business Week project at Youngsville High School and opportunities for summer camp, and School to Work has also played an instrumental role in making it possible for students to participate in Industry Clubs. Grants and funding from local businesses helps to defray most of the costs of the School to Work Program. A copy of the contract was provided to the committee.

**Action:** This item will be forwarded to the Finance Committee for inclusion in the budget development with final approval of the contract being contingent upon the passing of the 2010-2011 school budget.

### 3.4 Adult Education Agreement

**Discussion:** The administration proposes that the district continue its partnership with the Warren/Forest Hi-Ed Council to provide education opportunities to adults in Warren County to make it possible for students that left high school before graduating to earn their high school diploma. A copy of the agreement was provided to the committee.

**Action:** This item will be forwarded to the Finance Committee for inclusion in the budget development with final approval of the contract being contingent upon the passing of the 2010-2011 school budget.

### 3.5 Science Textbooks and Materials

**Discussion:** A summary of the process used to determine the choices of text and materials for the science curriculum was presented to the committee. Lists of texts, materials, and their costs were also presented. Considerations for selection of texts and materials are that they are aligned with the state standards and that the content quality is

good. Costs are also considered, but educational value is the driving force in the selection process. Elementary science will provide mostly hands-on experiences that will allow students to understand science and how to apply science to everyday life and will prepare them for middle and secondary science which is taught with more traditional methods. The costs are within the budgeted amount.

A Board member noted that he would like to see a separate account to be used for consumable elementary science materials rather than using funds from the textbook account. He also asked if there was a company that would provide elementary science kits as a service that would automatically replenish the consumable items. The science curriculum coordinator responded, saying that the items to replenish the kits come in packages which would alleviate the time-consuming ordering of individual items. Replacement items would be ordered every two years, and costs would be included in the budgeting process.

**Action:** This item will be forwarded to the Board for approval. If approved by the Board, the texts will be entered into the planned instructions that have already been approved.

**Motion:** That the Board of School Directors approves the purchase of the materials listed to fully implement the adopted science curriculum for Warren County School District.

#### 4. Informational Items

##### 4.1 Course Requests for 2010-2011

As was requested by a committee member, lists of the course requests for all middle and secondary schools were provided. These lists will provide background information relating to the decisions that will be made regarding the offering of classes with fewer than 12 students. A committee member stated that these lists will help to determine which classes are necessary to provide a well-rounded education to students. Administrators have met with the principals of the secondary buildings to review the requests and begin the staffing process.

##### 4.2 Physical Education

It was requested by a Board member that the administration look into the possibility of offering Physical Education Substitution as a non-credit course that would count toward graduation requirements. Discussion with a staff member of the Pennsylvania Department of Education that is responsible for the health and physical education standards implies that the state would still have concerns about this as it would not demonstrate evidence of showing proficiency in all of the standards for physical education. Physical Education Substitute will be offered as a course selection for at least the 2010-2011 school year.

##### 4.3 Information Regarding Secondary Principals

As was requested by a committee member, a summary was provided to serve as justification for the need for full-time assistant principals at both Youngsville High School and Sheffield Middle/High School. More than just the ratio of principals to

students needs to be considered. The assignment of a full-time assistant principal should be based on the needs within the individual building. It was asked why this issue had not been presented in past years. The response was that signs of this need have been becoming more apparent since 2008. Dr. Terrill has noticed some of these needs while visiting the buildings, and discussions during a book study in which the principals and the director of secondary education have been participating has brought the student needs to the forefront. A Board member stated that the needs that were presented were “spot on” and, as having the experience of being a school principal in the past, feels that a full-time assistant principal at each of the two schools in question is needed. He feels that a half-time principal is “playing catch-up half the time”.

A Board member stated that if there is a demonstrated need for an administrator, that issue should be addressed but should not be dependent on the elimination of the Human Resources director. Another Board member that is on the Personnel/Athletics and Co-Curricular Activities Committee stated he would like to be able to review the assistant principal issue in context with all personnel issues and not to have it be singled out. He said that this issue would be addressed at length in their committee meeting.

## 5. Other

### 5.1 Board Goals

Arthur Stewart asked committee members if anything needed to be added to the agenda for the Board Goals meeting. The response was that addressing the issue of offering Physical Education Substitution should be part of a goal as an action step.

## 6. Closing Activities

6.1 Next Meeting – April 26, 2010 at the Warren County Career Center following the Physical Plant and Facilities Committee Meeting which will begin at 7:00 PM.

### 6.2 Adjournment

The meeting adjourned at 6:34 PM.

Respectfully submitted by:

Ms. Lisa Niedzialek, Recording Secretary  
Mrs. Kimberly Angove, Chairperson  
Curriculum, Instruction, and Technology Committee