

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

November 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  
Mrs. Rosemarie Green

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Arthur Stewart	Jeff Lockett	Delores Berry	Melissa McLean
John Grant	Dr. Robert Terrill	Marcia Madigan	Colin Kyler, WTO
Donna Zariczny	Brian Collopy	Jim Morrison	Debra Bosko
Tom Knapp	Paul Giannini	Darlene Albaugh	Lisa Niedzialek
Mary Anne Paris	Matt Jones	Ruth Huck	4 others

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 7:00 PM by Mrs. Kimberly Angove.

1.2 Public Comment

There were no public comments.

2. Old Business

There was no old business.

3. New Business

3.1 GRANT: Laura Bush Foundation for America's Libraries: Book Grants for School Libraries

**Discussion:** The purpose of this grant is to provide books to school libraries and students that most need them. To qualify, a school must have a minimum of 50% of the student body eligible for free or reduced price lunches. Research has indicated that these are the students who are most likely to have reduced access to books. The amount of the award could be up to \$6,000 for each school that applies. There are at least four schools in the district that will qualify for this grant.

**Action:** This will be forwarded to the Board for authorization to proceed.

**Motion:** That the Board of School Directors authorizes the administration to work with eligible district schools to develop applications to the Laura Bush Foundation for the purchase of reading materials for building libraries.

### 3.2 GRANT: PDE 2011 Equipment Grant

**Discussion:** This grant will provide funds toward the purchase of equipment used for hands-on training for students that are in programs that meet industry standards. The Warren County Career Center offers such programs. The administration is presently considering purchasing equipment to enhance the curriculum at this building, and this grant money could be used to help defray the cost of the equipment under consideration. The district would be required to match the funds that would be awarded through the grant. The award could be anywhere from \$3,000 to \$50,000. District funds are available to match the maximum of \$50,000.

**Action:** This was forwarded to the special Board meeting that was held on this same evening for authorization to proceed.

**Motion:** That the Board of School Directors authorizes the administration to submit a grant application to the Pennsylvania Department of Education for the 2011 Equipment Grant for the purpose of purchasing equipment that will enhance high-priority job clusters in the region.

### 3.3 GRANT: Learning for Life

**Discussion:** This grant, offered through the School-to-Work Partnership, has been used in the school district for a number of years. It is used to create a survey that is administered to Grade 8 students to determine career interests. The results of the survey are shared with district counselors. The results are also shared with the School-to-Work office to assist them in planning the Eighth Grade Career Day.

**Action:** This will be forwarded to the Board for approval.

**Motion:** That the Board of School Directors approves the submission of a grant proposal of \$1,000 to the Warren/Forest Higher Education Council School-to-Work Partnership to support the 2010-11 Learning for Life Program.

### 3.4 Social Studies Curriculum – Secondary

**Discussion:** In the curriculum review cycle, Social Studies is now up for review. The Social Studies department has been working on updating the planned instructions for implementation in the 2011-2012 school year. The new planned instructions were presented for the committee's review. Some of the planned instructions are new. The elective courses will be offered in alternating years to allow for larger classes and better course selection opportunities for students.

**Action:** It will be determined whether the new courses meet NCAA requirements. This will be forwarded to the Board for approval.

**Motion:** That the Board of School Directors adopts the planned instructions as presented, with textbook titles to be inserted when books are adopted by the Board in the spring of 2011.

### 3.5 Health / Physical Education Curriculum – K-8

**Discussion:** In the curriculum review cycle, Health/Physical Education is also up for review. The Health/Physical Education department has been working on updating the planned instructions for implementation in the 2011-2012 school year. The new planned instructions

were presented for the committee's review. Chapter 12 regulations are still being determined, so these planned instructions may need revisions at a later date.

**Action:** This will be forwarded to the Board for approval.

**Motion:** That the Board of School Directors adopts the planned instructions as presented, with textbook titles to be inserted when books are adopted by the Board in the spring of 2011.

#### 4. Informational Items

##### 4.1 Gaggle Demonstration

Implementation of Gaggle may be part of the technology upgrade project. There are a number of professional level tools that are integrated into the system. A presentation was made regarding the many uses and the safety of this online service. Some of the benefits of using Gaggle, among many others, are the enhancement of communication between teachers and students, reduced printing and paper costs, a paperless alternative for collecting homework, and parent access for communicating with teachers and their own children. Everything on the site is logged, monitored, and filtered. If something is sent that is inappropriate, the monitor will be sent a message, identifying the person that was in violation.

Committee and Board members were encouraged to read the service proposal, the listing of e-mail features, and the terms of service that were provided. They will also be provided an opportunity to work with Gaggle in order to see first hand the benefits of the program.

The technology department intends to bring a contract which outlines the costs to the next committee meeting or possibly to the Finance Committee.

##### 4.2 GRANT: Tom Ridge Environmental Center (TREC) Transportation Grant

**Discussion:** This item was addressed at the meeting on October 25, 2010 and was to be presented to the Board at the meeting of November 13, 2010 but was inadvertently attached to the wrong agenda. It is now going to be presented at the Board meeting on December 6, 2010.

**Action:** This will be forwarded to the Board for authorization to proceed with applications for the grants.

**Motion:** That the Board of School Directors authorizes the administration to work with interested teachers to submit Tom Ridge Environmental Center grants for qualified field trip proposals.

##### 4.3 Discussion: Elementary Education K4

The development of a K4 (pre-kindergarten) program in the school district is not being considered at the present time, but the administration is keeping abreast of the possibility and will keep the Board updated on the subject. The ability for expansion needs to be considered when planning building projects. Grant monies available for the development of a K4 program will be investigated.

It was asked how many schools in the state offer a K4 program. This will be researched by the administration and addressed at the next CIT Committee meeting.

#### 4.4 Discussion: Scheduling for Secondary Students

It was brought to the committee's attention that there may be a need to review the policies regarding student scheduling, particularly for classes with fewer than 12 students and for PE Substitution. Another scheduling issue is students of the Warren County Career Center taking academic courses, rather than occupational courses, in their home schools. Accommodations are presently being made for students that have requested the academic courses; however, the consensus is that students need to be informed that this option is available to them. A committee member asked that the principals be surveyed, asking them what their scheduling concerns are. It was decided that this issue should be addressed as part of Board Goal II and would be discussed at the December regular Board meeting.

#### 5. Other

5.1 It was requested by a committee member that a year-end report regarding the grants that have been awarded be presented to the Board. This will be compiled for presentation at the end of the fiscal year.

5.2 The Technology Department has received an updated proposal from Citrix. They are offering two free licenses with the purchase of one license. This offer is good until the end of December 2010. The proposal came too late to make a formal presentation to this CIT Committee meeting (the technicians had not had a chance to completely review the proposal), but this will be addressed at the Finance Committee meeting on November 23, 2010.

5.3 Those who receive a copy of the "School Leader News" were encouraged to read the article entitled, "Schools Open Doors to Mobile Devices." The article was in regards to the updating of technology policies.

#### 6. Closing Activities

##### 6.1 Next Meeting

To be determined.

##### 6.2 Adjournment

The meeting adjourned at 7:55 PM.

Respectfully submitted by:

Ms. Lisa Niedzialek, Recording Secretary

Mrs. Kimberly Angove, Chairperson

Curriculum, Instruction, and Technology Committee