

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

**OCTOBER 29, 2012
WARREN COUNTY CAREER CENTER**

COMMITTEE MEMBERS PRESENT:

Dr. Paul Yourchisin, Chairperson
Mr. Michael Zamborik
Mr. Jack Werner

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

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mary Ann Paris
Donna Zariczny
Arthur Stewart
Tom Knapp
Nancy McDanel
Cody McGraw (Student Rep)

Brandon Hufnagel
Norbert Kennerknecht
Mike Kiehl
Sue Turner
Brian Collopy
Matt Jones

Jim Miller
Joan Stitzinger (Hi-Ed/JCC)
John Lasher (School to Work)
Jacob Perryman (WTO)
Josh Cotton (WTO)
Melissa McLean
Members of the public

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 6:00 PM by Dr. Paul Yourchisin.

1.2 Public Comment

Kim Angove voiced her concerns about Eisenhower Middle School teachers lacking a common core planning time and overcrowded Exploratory classes. She would like the administration to put additional time and thought into staffing to find a way to give teachers back their common core planning time without sacrificing Exploratory.

2. Old Business

There was no old business.

3. New Business

3.1 Adult Education Agreement with Hi-Ed

Discussion: An agreement was presented that would continue the cooperation between the Warren-Forest Hi-Ed Council and the school district for the administration of adult classes. This agreement allows for the use of the schools for their classes at no charge unless there is no custodian in the building. Enrollment in these classes varies from 50 to 75 each semester. Hi-Ed supplies all of their own materials.

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

Motion: That the Board of School Directors approves the Hi-Ed agreement as presented.

3.2 School to Work Contract

Discussion: An agreement was presented that would provide for the continuing participation in the School to Work Program through the Warren-Forest Hi-Ed Council. This program, which benefits all grades, focuses on providing information to students through field trips, college fairs, and other sources centered around Career Education and Work standards that would help in the selection of higher education and/or the selection of a career.

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

Motion: That the Board of School Directors approves the School to Work agreement as presented.

3.3 Erie Business Center Articulation Agreement

Discussion: A continuation of the articulation agreement with Erie Business Center has been requested. This agreement allows students to reduce the number of credits that would be required for a degree at the Erie Business Center by giving credit for specific courses that are taken through the Warren County Career Center.

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

Motion: That the Board of School Directors approves the Erie Business Center articulation agreement as presented.

3.4 Penn College NOW Memorandum of Understanding

Discussion: Penn College of Technology, a division of Pennsylvania State University, has contacted the Warren County Career Center, hoping to establish a dual enrollment agreement for students in the welding program. Their instructor would work with our

instructor to determine which Penn College courses would be eligible. If this program is successful, it may be expanded to other courses in future years. As this institution is a division of Penn State University, if a student wishes to continue his education through the university, these credits could transfer. The proposed agreement is presently being reviewed by our solicitor; the review will be completed prior to the next Board meeting. The program would be funded by the students' families with no cost to the District.

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

Motion: That the Board of School Directors approves the attached letter of agreement for Dual Enrollment services with Penn College of Technology.

3.5 GRANT: Farm to School Mini-Grant

Discussion: Funding of up to \$1,500 is available to schools for the use of conducting Farm to School activities, such as student taste-testing, farm field trips, school gardens, and efforts to incorporate local products into school meals. These activities must take place during the 2013 calendar year. A partnership is required with one of many outside agencies or organizations, such as 4-H or the Cooperative Extension.

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

Motion: That the Board of School Directors authorizes the administration to assist interested district schools in submitting grant applications to the PA Farm to School Mini-Grant for allowable activities in 2013.

3.6 GRANT: 2013 Environmental Education Grants

Discussion: The PA Department of Environmental Protection is offering an Environmental Education Grant in the amount of up to \$3,000 that could be used for the revision of curriculum related to the Environment and Ecology academic standards or a variety of outdoor resource projects.

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

Motion: That the Board of School Directors authorizes the administration to assist interested district teachers in applying for up to \$3,000 in grant funding from the Pennsylvania Department of Environmental Protection Environmental Education Grant.

3.7 Mobile Ag Ed Science Lab Agreement

Discussion: Stemming from an opportunity that was offered to all the schools, Warren Area Elementary Center (WAEC) and the Learning Enrichment Center (LEC), using grant funds that were acquired last spring, have made arrangements for the Mobile Agricultural Education Science Lab to come to the WAEC campus for a week in May 2013. A letter and an agreement were presented which explained how this event would be funded through grants with no cost to the District. The district's solicitor will make suggestions for appropriate changes in the agreement's verbiage prior to the Board meeting.

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

Motion: That the Board of School Directors approves the agreement for the Mobile Agricultural Education Science Lab as presented.

3.8 Kindergarten Math Planned Instruction

Discussion: The planned instruction for kindergarten math was revised to reflect the Common Core standards that were adopted by the state.

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

Motion: That the Board of School Directors approves the planned instruction for kindergarten math as presented.

3.9 GRANT: PA Business Week at Youngsville High School

Discussion: This \$1,000 grant helps to fund a one-week program that uses local business representatives working with Youngsville High School instructors to assist eleventh grade students in running computer-simulated businesses. Substantial additional fundraising is required. The students will be responsible for managing all aspects of their business. Each company will have an assigned business advisor and an education advisor. At the end of the week, there will be five competitions: Advertising, Stockholders, Trade Shows, Return on Net Assets, and Top Company. If the grant is not awarded, an application to another funder may be sought. Other parties are soliciting donations and additional grants to help fund the program. This opportunity has been extended to the entire district, but Youngsville High School is the only school that has shown interest.

Action: This will be forwarded to the Board for authorization to proceed with an application.

Motion: That the Board of Directors authorizes the district administration to apply for \$1,000 in grant funding from Warren-Forest Hi-Ed School to Work Program to support the PA Business Week program at Youngsville High School.

3.10 Teachscape Walk Licensing

Discussion: Teachscape Walk is a handheld-based tool that administrators will be using to collect data during classroom observations and evaluations. This data can then be used to identify trends and patterns that will help to improve and adapt classroom practices to increase student achievement. Documents that explained the functions of the tool were provided. Most of the funding for this school year will be provided through the Race to the Top Grant; however, this is going to be an unfunded state-mandated program next year with an annual recurring cost of approximately \$16,000.

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

Motion: That the Board of School Directors approves the quote from Teachscape for licensing of Teachscape Walk and training sessions for \$26,983.

3.11 GRANT: National Archery in Schools Program

Discussion: This grant is being offered by the PA Game Commission to promote the sport of archery as a life-long interest to students in grades 4-12. It is intended to be implemented as an after-school club. Sheffield Area Middle/High School is interested in establishing this program and has submitted a letter of commitment in order to determine if there is grant funding available to start the program. If awarded, the \$1,500 grant would supply approximately half of the funds needed; however, additional funding opportunities may be available to cover the amount not covered by the grant. If the grant is not awarded, this endeavor will not be pursued.

Action: This will be forwarded to the Board for authorization to proceed in the pursuit of grant monies to help fund this program.

Motion: That the Board of School Directors authorizes the administration to assist Sheffield Area Middle/High School in pursuing grant funds to establish a National Archery in Schools Program.

3.12 GRANT: Safe Schools Targeted Grant

Discussion: The Pennsylvania Department of Education is providing grants of up to \$15,000 to help fund programs that address school safety and the prevention of violence by and against students. The administration would like to use the grant to provide staff development in the use of positive behavior supports, de-escalation techniques, and other appropriate responses to student behavior. This program would be piloted at Youngsville Elementary/Middle School (YEMS). The teachers that are trained at YEMS can then train others in the District.

Action: This will be forwarded to the Board for authorization to proceed with an application.

Motion: That the Board of School Directors authorizes the administration to develop and submit a Safe Schools Targeted Grant application for up to \$15,000 for a pilot project to train staff in the use of positive behavior supports, de-escalation techniques, and other appropriate responses to student behavior.

3.13 Renaming Middle and Secondary Level Math Planned Instructions

Discussion: The mathematics department would like to rename a number of the planned instructions for math in order to clarify the content of each planned instruction, making it easier for parents and students to readily understand the content of the courses. It was pointed out by one of the committee members that the NCAA will have to recognize the revised names. A Board member suggested that the planned instruction that would be renamed as “Mathematics of Finance” may be more appropriately named “Math and Daily Practice” or “Practical Math” as the former title may be misleading, indicating that the course would have to do with investment banking, borrowing, etc. rather than with personal finances as is indicated in the planned instruction.

Action: This will be forwarded to the Board for approval with the exception of the Mathematics of Finance planned instruction. This planned instruction will be removed from this item on the Board agenda. The administration will revisit the naming of this particular course.

Motion: That the Board of Directors approves the planned instructions for mathematics with the title changes as presented with course numbers to be assigned by the administration.

3.14 Biology Planned Instruction Revisions

Discussion: The planned instructions for Academic Biology and Applied Biology have been revised to reflect the Common Core standards. The assessment anchors and eligible content for the standards have been added.

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

Motion: That the Board of School Directors approves the planned instructions for biology as presented.

4. Informational Items

4.1 Monthly Grant Report

A report was provided that depicted the grants for which the district has applied and their status.

5. Other

- 5.1 The superintendent said that there will be two items that will be brought to the Board under “Other” on the agenda: (1) bringing in a consultant to look at the district’s Emotional Support program and to spend time with teachers, making recommendations for improvement and professional development needs of our staff; (2) a proposal to bring in a consultant to look at the Special Education operations to make sure that we’re compliant in all areas and to look at Special Education funding to make sure we are using it appropriately and efficiently.
- 5.2 A Board member recommended a future presentation regarding the middle school concept: how it’s being implemented, what is working, what is not working, and how it’s different in each of the buildings. (The District presently has two middle schools that are designated as Schools to Watch. The remaining two middle schools are scheduled this week for determination.)

6. Closing Activities

- 6.1 Next Meeting – November 19, 2012 at the Warren County Career Center following the Personnel/Athletics and Co-Curricular Committee meeting
- 6.2 Adjournment

The meeting adjourned at 6:44 PM.

Respectfully submitted by:

Ms. Lisa Niedzialek, Recording Secretary
Dr. Paul Yourchisin, Chairperson
Curriculum, Instruction, and Technology Committee