

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

APRIL 28, 2014

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Mr. John Werner, Chairperson
Mr. Michael Zamborik
Mr. Paul Mangione

Mr. Gary Weber
Mrs. Ruth Nelson
Mrs. Amy Stewart

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Arthur Stewart
Mary Anne Paris
Thomas Knapp
Donna Zariczny
Marcy Morgan
Dr. William Clark

James Grosch
Norbert Kennerknecht
Michael Kiehl
Suzanne Turner
Paul Leach
Philip Knapp

Dr. Jeanette Carter
Eric Mineweaser
Kelly Martin
Josh Cotton - WTO
Approximately 13 members
of the public

1. Opening Activities

1.1 Call to Order

The meeting was called to order at 6:02 PM by Mr. John Werner.

1.2 Public Comment

Barb Lutton from Youngsville, PA spoke about concerns regarding the Pennsylvania Behavioral Support Program training and effectiveness, the Special Education Program in the Youngsville Elementary/Middle School, and the district's Attendance Area Transfer policy. In response, she was told that the Behavioral Support Program is being piloted in Youngsville with teacher training being done across the district, so that if the program is found to be beneficial, it can be utilized throughout the entire district. Board members have been touring the district and have found that there are a number of support classrooms in other schools also, and that the teaching staff is addressing the needs, but they may benefit from more intensive training that would be provided through the Behavioral Support Program. An administrator concurred that Special Education support classrooms are located in all attendance areas, not just Youngsville. She stated that principals will be visiting schools that have been utilizing the Behavioral Support Program to see what differences the program has made, and our district is beginning to see positive results as a result of the program.

Regarding the transfer policy, it was explained that the policy that is in place was established to reduce costs in order to stay within the budget since state funding has decreased. This is also the reason that the Special Education concentration has taken place at Youngsville Elementary/Middle School. If programs were not concentrated, other programs, such as full-day kindergarten, could not be funded. The administration is always working to improve programs - it's a difficult balance.

Kelly Johnson spoke on behalf of many parents. Her first remarks were regarding the transfer policy. She asked for clarification of what was considered a student's home school. The superintendent responded. She then asked if the district was considering having a Special Education administrator assigned to Youngsville Elementary/Middle School and another to Youngsville High School to lighten the load on the principals. The response was that realignment of staff is being considered, but final decisions will not be available until the budget is approved, probably at the end of June 2014.

2. Old Business

There was no old business.

3. New Business

3.1 WCSD Cyber School Planned Instructions

Discussion: There were eleven new planned instructions for the Virtual Academy that were presented. The administration would like to offer the courses during the 2014-2015 school year. All cyber courses, including these planned instructions, were on the course selection sheets and in the course description booklets for the 2014-2015 school year.

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

Motion: That the Board of School Directors approves the cyber courses as presented.

3.2 Policy Number 9715, titled "Nine Week Grading Period/Mid-Point Review"

Discussion: As a result of a review of this policy by the administration, it is being suggested that revisions be made. The title would change, and verbiage that includes cyber students and parent notification would be added.

Action: This will be forwarded to the Board for approval with some clarification in the verbiage.

Motion: That the Board of School Directors approves on first reading the revisions to Policy 9715, now titled "Nine Week Grading Period/Interim Progress Report (IPR)," as presented.

3.3 Policy Number 9710, titled “Grading of Student Progress”

Discussion: The administration suggests that this policy be revised with the removal of verbiage pertaining to the writing of an administrative procedure for the policy that is not needed.

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

Motion: That the Board of School Directors approves on first reading the revisions to Policy 9710, titled “Grading of Student Progress,” as presented.

3.4 Policy Reviews

Discussion: The administration has reviewed three policies that they feel need no changes.

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

Motion: That the Board of School Directors approves on first and second reading the review of Policy 9362, titled “English As a Second Language/Bilingual Program,” Policy 9810, titled “Evaluation of Instructional Programs,” and Policy 9910, titled “Teaching about Sensitive or Controversial Issues” with no changes being made.

3.5 Grant: Fundraising Assistance for Students Traveling to Peru

Discussion: A trip to Peru in June 2015 has previously been approved by the Board. Fundraisers have taken place to defray some of the student expenses. In past years, the Community Foundation of Warren County has assisted students with the costs of trips out of the country, and the administration, on behalf of the instructor that requested the field trip, would like to apply for a grant from the Foundation to assist with student expenses for the trip to Peru. The amount of the grant, if awarded, would be decided by the Foundation.

Action: This will be forwarded to the Board for authorization to apply for a grant.

Motion: That the Board of School Directors instructs the administration to submit a grant request to the Community Foundation for Warren County requesting financial assistance to support the planned student trip to Peru in June 2015.

3.6 Middle Level Programming

Discussion: A handout and PowerPoint presentation were provided. Changes to programming at the Middle Level are being considered. A summary of the original Middle Level Program/Philosophy was given, mentioning what worked well and what didn’t work well and needed or needs to be changed. There is not a definite plan at this point, but the administration feels that what is being proposed is a good starting place.

The changes would align with Board Goal #3 – The Warren County School District would work to reduce changes in classroom staffing, support staffing, administrative staffing and leadership at the building, District, and Board levels. English would be removed from the all-content-areas format and be placed back into a single Language Arts class. Scheduling at the middle schools would utilize a double block schedule, which would be more consistent with the scheduling at the high schools. The double block scheduling would also better utilize the teaching staff. Exploratory will be re-evaluated, using input from teachers. Costs will need to be determined. Finalized information will be posted on the district website as soon as it is available. The administration will develop a more detailed staffing report for the Committee and Board members. A Board member asked that the administration develop a report of what courses used to be offered but have been cut due to the inclusion of Exploratory. An administrator said that this list is available and it will be shared with the Board members. A Board member asked the administration to look at the cost of adding a tutoring program into the Exploratory time slots.

Action: This item will be addressed at other CIT meetings as changes are made.

Motion: There is no motion at this time.

4. Informational Items

4.1 Monthly Grant Report

A report was provided that depicted the grants for which the district has applied, their status, and how the funds are being used.

4.2 Penn College Dual Enrollment

Dr. Jeanette Carter, a representative of Penn College in Williamsport, PA, spoke about the campus and the offerings at the college. She also provided a handout and a PowerPoint presentation regarding the Penn College NOW dual enrollment program that is being offered to students that attend the Warren County Career Center. The dual enrollment courses have the same syllabus, rigor, and standards as those offered on campus, and students must take the Penn College final exam.

5. Other

5.1 Comparison of Dual Enrollment Programs

A Board member asked the administration to compile a report that compares the different dual enrollment programs that are offered in the district. He is concerned that some of the programs are not being held to high standards. A report will be developed that compares multiple aspects of the dual enrollment offerings.

6. Closing Activities

6.1 Next Meeting – May 27, 2014 at the Warren County Career Center, following the Personnel/Athletics and Co-Curricular Activities Committee meeting

6.2 Adjournment

The meeting adjourned at 7:52 PM.

Respectfully submitted by:

Ms. Lisa Niedzialek, Recording Secretary

Mr. John Werner, Chairperson

Curriculum, Instruction, and Technology Committee