

CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE
MINUTES

September 29, 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:

Mr. Arthur Stewart	Mr. Matt Jones	Mr. Jim Evers
Mr. Tom Knapp	Mr. Mike Kiehl	Ms. Liz Kent
Ms. Marcy Morgan	Mr. Brian Collopy	Ms. Sue Turner
Ms. Donna Zariczny	Mr. Rick Gignac	Ms. Ruth Huck
Ms. Mary Anne Paris	Mr. Jeff Flickner	Ms. Melissa McLean
Dr. Bill Clark	Mr. Kelly Martin	Mr. Josh Cotton (Times Observer)
Dr. Norbert Kennerknecht	Ms. Kim Yourchisin	Approximately 3 others (public)
Mr. Jim Grosch	Ms. Amy Beers	

1.0 Opening Activities

1.1 Call to Order

The meeting was called to order at 6:29 p.m. by Mr. Jack Werner.

1.2 Public Comment

None

2.0 Old Business

2.1 Dual Enrollment Agreement – Clarion University

Discussion: The agreement did not list the specific courses so there is a separate listing that also needs to be reviewed. This opportunity is strictly online and generally there are few students that enroll in this program.

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

Motion: That the Board of School Directors approves the 2014-2015 Dual Enrollment Agreement with Clarion University including the list of courses under schedule A.

2.2 Dual Enrollment Agreement – Saint Bonaventure University

Discussion: The agreement lists the specific courses; however, SBU made a few revisions to the offerings that will be available in the spring so there is a separate listing that also needs to be reviewed. Currently there are 16 students enrolled.

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

Motion: That the Board of School Directors approves the 2014-2015 Dual Enrollment Agreement with Saint Bonaventure University.

2.3 Dual Enrollment Agreement – Gannon University

Discussion: The agreement was not available for review at the committee meeting. We are awaiting the agreement to come from the Business Department of the school. This is not a new program; we have had an agreement with them in the past. It is typically a night program and it is designed to have the possibility of obtaining an Associate's Degree in business at the time of graduation from high school.

Action: This will be forwarded to the Board for approval at the October Board meeting. It should be listed under Other on the agenda.

Motion: That the Board of School Directors approves the 2014-2015 Dual Enrollment Agreement with Gannon University.

3.0 New Business

3.1 Barber National Institute Business Associate Agreement

Discussion: Mrs. Ruth Nelson informed the committee that the Business Associate Agreement is a new requirement that the Barber National Institute must comply with. It includes agreements to notify them of changes and how we would work with them—they work with HIPPA, we work with FERPA. The solicitor has reviewed and is in agreement with this.

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

Motion: That the Board of School Directors approves the Barber National Institute Associate Agreement.

3.2 SMILES Dental Program

Discussion: The SMILES program is a mobile dentistry program that will increase the quality of children's dental care by offering preventive and restorative dental services in the school. There is no charge to the school district. When available, Medicaid covers 100% of the cost. Insurances are accepted. This agreement will initiate the services in the county.

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

Motion: That the Board of School Directors approves the agreement with Big Smiles Pennsylvania.

3.3 Learning A-Z Licenses

Discussion: The Board previously allotted \$20,000 for A-Z resources. If we purchase the licenses for a two year time frame there is considerable reduction. Cost can be covered using the previously allotted funds from the Board, Title funds, and the instructional budget.

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

Motion: That the Board of School Directors approves the purchase of 100 licenses from Learning A-Z at the cost of \$37,980.00 as indicated in the attached quote.

4.0 Informational Items

- 4.1 SMART Boards – Mrs. Amy Stewart presented information relative to the inventory of SMART Boards. The fundamental classification of the SMART Boards has been done in a functional sense. Initial purchases revolved around grants that were written. The middle and high school core areas are well covered with SMART Boards, and the construction projects have helped bring in additional boards by maximizing QZAB monies. Other areas are in need, including LEC, elementary areas, and Special Ed. The directors would like to work with the principals to determine greatest need and what the priorities are for some of the areas that are not well covered. 12 boards will be identified to purchase out of the dedicated fund balance. The dedicated fund balance will be discussed at the finance committee to decide how we proceed.

5.0 Other

5.1 Tuition Reimbursement for Foreign Exchange Students

Mr. Weber had been asked for information relative to this process. It is not an easy process to get the information from PDE. There is a distinct difference between a foreign exchange student and a student on a foreign visa. We are under hold harmless and it does not make a positive or negative impact to have students here.

5.2 High School Scheduling

As a follow-up to questions asked regarding the scheduling process, principals were in attendance to present information. Mr. Flickner presented an in-depth outline that began with the course booklet and course selection sheets and the many challenges that are encountered with the scheduling process including the balance of AP and Honors courses, unique spots needed for special education scheduling, reading, WCCC, special factors such as music, world languages, dual enrollment, alternative education, etc. Every change that is made could affect 15-20 other courses. Mrs. Beers and Ms. Yourchisin offered additional input regarding challenges that smaller schools have with fewer sections being offered. Many times the teachers are shared between buildings and a period is lost for travel time. WCCC students also lose a period for travel each day. Operating the emotional support program at the high school level typically requires both a content area teacher and a special education teacher, which has an impact on the ability to offer some elective courses. Mrs. Stewart noted that highly qualified requirement PDE mandates has made a significant change in how the district can be staffed, as well as contractual areas that prohibit movement of teachers. Discussion included the various checks and balances that are in place by the system and counselors to ensure that students are meeting the required credits. An initiative was presented in the past to have the student schedules available before school is out in June. This has been difficult to achieve because the budget is not adopted until the end of June. The reality is that many times there are program and teacher cuts as part of the final budget decision.

5.3 21st Century Grant Program

Dr. Clark announced that the District had just received notification of the 21st Century Community Learning Center award of \$399,000 over the next three years for the continuation of the program. Mrs. Nelson requested permission to bring the Project Director's Contract agreement to the October Board meeting for approval, making it retroactive to October 1st. The committee agreed to present a motion with the agenda item being placed under Other.

5.4 Summary of Courses

Mr. Weber will present information at the Board meeting regarding courses that are offered with less than 12 students, more than 30 students, as well as courses that were not

able to be offered due to low numbers. Policy will be reviewed and if necessary, Board action will need to be added.

6.0 Closing Activities

6.1 Next Meeting – Monday, October 27, 2014 at 6:00 p.m.

6.2 Adjournment

The meeting adjourned at 7:43 p.m.

Respectfully submitted by:

Mr. John Werner, Chairperson
Curriculum, Instruction, and Technology Committee