

**WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL GOAL SETTING MEETING MINUTES
MONDAY, AUGUST 14, 2017**

I. State of the District

The meeting was called to order at 5:07 p.m. by Donna Zariczny

Present:

Mr. Joseph Colosimo
Mr. Thomas Knapp
Mr. Paul Mangione
Mrs. Marcy Morgan

Mr. Arthur Stewart
Mr. John Werner
Mr. Michael Zamborik
Mrs. Donna Zariczny

Roll Call

Absent:

Mr. John Anderson

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mrs. Rhonda Decker, Director of Curriculum, Instruction and Assessment; Dr. Patricia Hawley, Director of Pupil Services; Mr. Eric Mineweaser, Supervisor of Elementary Education; Mrs. Ruth Huck, Board Secretary; Mr. Brian Ferry, Times Observer; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mr. Paul Leach, Technology Specialist; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Ericka Alm, Assistant Principal; Ms. Ann Ryan, Principal; Mrs. Liz Kent, Principal; and approximately three members of the public in the audience.

Mrs. Zariczny explained the process for Board Self-assessment through the Pennsylvania School Boards Association (PSBA). Each board member completed a questionnaire evaluating how the board is functioning such as advocating for the district; leading responsibly; governing efficiently; planning thoughtfully; evaluating continuously; and communicating effectively; and acting ethically. This is based upon the PSBA Principles for Governance.

The board members agree things are going well this year and saw improvement from last year's evaluation, and things are moving in a positive direction.

Mrs. Zariczny commended the board for what it is doing in and outside the board room and the assessment shows the board is functioning appropriately. She explained the process will assess where the board is with its current goals and what the board wants to achieve next year.

She explained that as the board assesses where it is with the goals there may be certain tasks within a goal that have been accomplished, but the overarching goal still needs to be attained. Some goals may disappear and new goals may arise as the board progresses through the process.

Data Driven Review/ Goals Update

GOAL #1

The Warren County School District will continue the long-term continuous improvement plan for academic excellence through focused efforts on 1) improved staff effectiveness; 2) improved student centered support and services; 3) Improved curriculum, instruction and assessment.

Rhonda Decker, Gary Weber, Eric Mineweaser and Patricia Hawley gave goals updates in the areas they supervise. (See attachment)

GOAL #2

The Warren County School District continues to implement the Master Facilities Plan; and regularly reviews and upgrades building systems to maintain the facilities at a level that prevents deferred maintenance and improves building security.

Norbert reported on the action items that have been accomplished to fulfill the Goal #2

- Work orders reported monthly.
- Planned timeline to complete the master facilities plan is reported monthly. The master facilities plan has been updated and recertified the on a regular plan.
- A seven-year plan is in place for regular facility updates.
- Preventative maintenance work orders are completed on a regular basis and reported monthly to the board.
- Bidding process is followed.
- Committee will recommend safety planning and improvement.
- Navigate system and training under the Alice program is underway.
- Implement the law enforcement recommended improvements.

GOAL #3

The Warren County School District will develop a fiscal plan to 1) address the need for increasing non - traditional revenues and maximizing income from traditional sources, 2) continue to control spending, and 3) present a long - term financial plan to address the concerns of the Board of Directors regarding curricular and technology needs, professional development, staffing, the impact of PSERS, declining revenues from the local tax bases and school funding from the State.

- Continue to develop long-range fiscal planning. Will add and discuss a curriculum long-range plan and cost it out.
- Have not had a discussion on reassessment with the Commissioners
- Advocating for fair funding formula
- Quarterly meeting with legislators
- Review of insurance needs is complete
- Long-range grant planning and foundation for the future
- Evaluate grant awards

- Virtual Academy and some students coming back and evolving and marketing to outside districts
- Strategic memberships with organizations
- Proactive advocacy

II. Programs & Efforts in Place – Amy Stewart

Goal 1

- Program audits for programs
- Human Resource Training
- Instructional Leadership
- Student Centered supports for students and families
- Curriculum writing and mapping – a ton of work has been done to get back on track
- Title redesign and structure
- Alignment of the reading program
- Math will be next after ELA is done
- High School Reform

Goal 2

- Construction has been going well
- Beaty grade level change
- Board Tours and principal reports
- Safety and Training – Progress everyday

Goal 3

- Staffing Reports and tracking tools to be more efficient
- Approach to staffing has changed
- Virtual Academy
- Budget Planning

Additional Thoughts

- The administration is not administering by feel but are going to data to see the need and where changes need to occur.
- Positive Community presence with many
- Engaging at the state and local level and IU
- Effective communication with many groups, there is work to do here. Being in the building and having meaningful dialog regarding what is happening in the schools is important with administrators, teachers, and students.

Curriculum in line with goals

Public Awareness of goals

Adequate Resources and flexibility for administration to achieve goals

III. Needs Assessment (SWOT Analysis) – Donna Zariczny/Amy Stewart (1 hour)

Strengths – What is the WCSD doing well?

- WCCC – Programming – Machine Tech/Medical Programming
- Board/Administration communicates respectfully

- Long-range planning process
- Virtual Academy
- Transportation provided to WCCC
- After WCCC complete will be left with all new facilities
- Great Director team – strong links
- Teachers
- Administrative teams
- Community Support (booster/parent groups)
- Educational standard/measurement - elementary
- Facilities conditions
- Dual enrollment program
- Alternative education program
- Gifted programming
- Focus on early intervention for reading
- Expansion of full time special education programming
- Infrastructure implementation
- Healthy board
- Legal support – responsive, effective
- Sustainability of professional development (coaches)
- Program audits
- State reimbursement for construction
- QZAB Funding

Weaknesses – What does the WCSD need to improve?

- Failure to have STEAM opportunities
- Declining in Population - diminishes opportunity for AP and Honors in all buildings
- County Demographics (economy, miles of bussing, geography)
- Website - public perception
- Sound system
- Public participation – goal setting
- Lack of educational standard and measurement – secondary level
- Money and mandates
- Middle Level – structure/inconsistency/time
- Declining interest/participation in co-curricular activities
- Drivers Ed is not mandatory/no behind the wheel classes
- Underutilized tools – awareness training, communication to parents
- Fundamental understanding of economic principles
- Keeping students in the community who are in placements
- Reliability of technology
- Lack of attention to construction projects for the future - PlanCon

Opportunities – What external factors can help the WCSD?

- Flexibility in educational delivery (bus runs, virtual, etc.)
- WCCC - Flexibility to Offer Additional Educational Opportunities
- Website - communication
- Utilization of technology

- Foundation development
- Website – communication with public (video board meetings)
- Co-ops for co-curricular activities
- Creation of pathways for students
- Career resources
- Time to reinvent high school with changes at elementary and middle school core classes
- Gifted program
- Consumer math – high school reform
- Continued school wide positive behavioral supports
- Virtual opportunities
- Communication with parents as partners
- Student placements – close to home
- Focus group for Math MTSS
- Expansion of pre-employment transition services (PETS)
- Equity – define for our students/district
- Working with municipal leadership to leverage resources to stimulate economic growth = more students to fill seats
- Open to program audits
- Prepare students for Warren County opportunities or outside opportunities
- Master facilities plan – time to re-evaluate w/programming in mind

Threats – What will keep the WCSD from achieving its desired outcomes?

- Economics – jobs, climate, more of the expense is pushed to parents
- Mandates

Changing social environment

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- Drugs
- Taxing district staff
- Stretching staff too thin

IV. Prioritization of Needs – Donna Zariczny/Amy Stewart (15 minutes)

Administration will make its ranking recommendations similar to the budget reductions and additions.

Spreadsheet analysis will be sent to board members to rank items by importance and urgency, on Wednesday, August 16 with a return date of Friday, August 18.

Rankings will be reviewed and discussed at committees on August 28th with tentative goals being created.

V. Tentative Goals will be discussed at the September 11, 2017 board meeting with possible adoption if ready.

VI. Goals Adoption by Board– October 9, 2017

VII. **Next Steps - Donna (5 minutes)**

Administration Builds Preliminary Action Plans
Implementation Plans by Administration
Budget Adoption by Board
Performance Evaluation of Board and Superintendent

VIII. **Adjourn**

Mrs. Zariczny adjourned the meeting at 6:52 p.m.

Respectfully submitted,

Ruth A. Huck, Board Secretary