

CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE

MINUTES

September 25, 2017

CENTRAL ADMINISTRATIVE OFFICE

COMMITTEE MEMBERS PRESENT:

Mr. John Werner, Chair  
Mr. Joseph Colosimo  
Mr. Michael Zamborik

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Mr. Arthur Stewart	Mr. Matt Jones	Ms. Mary Ann Mead
Mr. Paul Mangione	Mr. Mike Kiehl	Mr. Jeff Flickner
Ms. Marcy Morgan	Mr. Brian Collopy	Ms. Amy Stimmell
Mr. Thomas Knapp	Ms. Melissa McLean	Mr. Brian Reynolds
Ms. Amy Stewart	Ms. Louise Tharp	Ms. Liz Kent
Dr. Norbert Kennerknecht	Mr. Brian Ferry, (Times Observer)	Ms. Shelly Wagner
Mr. Gary Weber	Mr. Shannon Yeager	Ms. Amy Beers
Mr. Jim Grosch	Mr. Kelly Martin	Mr. Jim Evers
Ms. Rhonda Decker	Ms. Marcia Madigan	Ms. Misty Weber
Dr. Patricia Hawley	Ms. Kim Yourchsin	Members of the Public (10)
Mr. Eric Mineweaser	Mr. Glenn Smith	
Mr. Rick Gignac	Ms. Jennifer Hobbs	
Mr. Sue Turner	Mr. James Case	

1. Opening Activities

1.1 Call to Order

The meeting was called to order by Mr. John Werner, Chairman at 6:11 p.m.

1.2 Public Comment – None

2. Old Business – None

### 3. New Business

#### 3.1 **2017-2018 Forest Area School District Agreement for WCSD to Provide Services.**

**This will not impact the service we provide to the WCSD students.**

**Discussion:** Arthur Stewart asked if there is a relief valve if we take a student we are unable to handle. Dr. Hawley responded that we're looking at students who need services Forest can't provide; if we provide additional staff, we will bill the home school for the arrangement.

**Action:** Forward the motion to the Special Board meeting on 9/25/17.

**Motion:** That the Board of School Directors approves the 2017-2018 Forest Area School District Agreement for WCSD to Provide Services, as presented.

#### 3.2 **AIMSweb Training Agreement.**

**This is a progress monitoring tool, which the WCSD purchased software in which we have a facilitator coming on site to provide training to our special education teachers.**

**Discussion:** None

**Action:** Forward the motion to the Board meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the AIMSweb Training Agreement, as presented.

#### 3.3 **Citrix Lease Payment 3 of 3.**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board meeting on October 9, 2017.

**Motion:** That the Board of Education approves the Citrix Lease Payment 3 of 3, as presented.

#### 3.4 **Read 180U Tier II Intervention Student Licenses Purchase.**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Special Board meeting on 9/25/17.

**Motion:** That the Board of Education approves the Read 180U Tier II Intervention Student Licenses Purchase, as presented.

**3.5 PowerSchool License Renewal Quote.**

**Discussion:** The price is very close to what was paid last year. Put under Other on the Agenda for the October 9, 2017 Board meeting.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of Education approve the PowerSchool License Renewal Quote, as presented.

**3.6 Revised Graduation List – Class of 2017 – Addition of One Student.**

**Discussion:** There was no discussion

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approved the Revise Graduation List – Class of 2107 – Addition of One Student, as presented.

**3.7 Warren County Career Center General Advisory Committee 2017-2018.**

**Discussion:** List is incorrect and corrections/revisions will be ready for the October 9, 2017 Board Meeting.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of Education approves the Warren County Career Center General Advisory Committee 2017-2018, as presented.

**3.8 Warren County Career Center Occupational Advisory Committee 2017-2018**

**Discussion:** List is incorrect and corrections/revisions will be ready for the October 9, 2017 Board Meeting.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of Education approves the Warren County Career Center Occupational Advisory Committee 2017-2018, as presented.

**3.9 Addendum to 21<sup>st</sup> Century Community Learning Centers (21CCLC) Cohort 7 Outside Evaluator Contract.**

**This is a one-year extension for an outside evaluation, which is required by the grant.**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the Addendum to 21<sup>st</sup> Century Community Learning Centers (21CCLC) Cohort 7 Outside Evaluator Contract, as presented.

**3.10 GRANT: P-3 Stipend Grant.**

**Grant was received last year and we are eligible to apply again. Was due at the end of August and the YEMS team is putting together a Kindergarten Roundup with other pre-K centers to help build relationships.**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the P-3 Stipend Grant, as presented.

**3.11 GRANT: S. Knox Harper Grant**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the S. Knox Harper Grant, as presented

**3.12 GRANT: Pennsylvania Association of School Retirees (PASR) Classroom Grant.**

**Discussion:** John Werner confirmed there will be six grants made available.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the Pennsylvania Association of School Retirees (PASR) Classroom Grant, as presented.

**3.13 GRANT: PA Association for Rural and Small Schools (PARSS) Classroom Grant.**

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the PA Association for Rural and Small Schools (PARSS) Classroom Grant, as presented.

### 3.14 GRANT: Lowe's Toolbox for Education

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the Lowe's Toolbox for Education Grant, as presented.

### 3.15 GRANT: Career Readiness Mini-Grant

**Discussion:** There was no discussion.

**Action:** Forward the motion to the Board Meeting on October 9, 2017.

**Motion:** That the Board of School Directors approves the Career Readiness Mini-Grant, as presented.

## 4. Informational Items

4.1 Enrollment K-5 Update; information attached to BoardDocs item.

4.2 WCSD Virtual Program Update. The Program continues to grow. There is one full-time elementary teacher and the program offers 1,000 plus courses. The budget has not increased and we continue to work with the existing budget, while the program still grows. Students are monitored and if they are not doing well, they are sent back to public school or the parents will enroll them into an outside of the District Cyber Program.

Amy: the position at the Special Board meeting is to add an extra teacher; WCCC has space to put the virtual academy there. This will provide more supports and allow students to come into the space; will start instructor at WAHS and then shift the program to the WCCC.

Joe: How are we justifying the elimination of a teacher in the classroom to add virtually?

Amy: The numbers in virtual academy dictate that we add those numbers; Administration is trying to staff to fill voids and add supplemental contracts. In some cases we need more bodies (currently, Misty, a secretary (who also does a lot of other functions), an elementary teacher and a secondary person). Numbers are going up and driving more need.

Joe: We cut a position this spring (librarian) that touches every student, and now we're adding a position that touches some of the students.

Amy: It is hard to not have a full-time librarian in a couple of schools and in all honesty the virtual instructor being put in a library at WAHS will help that.

- 4.3 Field Trip Discussion. Due to the vast number of field trips request and increasing the nursing services to go along on a field trip. In 2014-15 we had 400 completed field trips. In 2015-16 there were 355 completed field trips. In 2016-17 there were 359 requested, but only 327 completed. Administration had conversations with principals, parents, teachers and staff to focus on more educational field trips during the day and to collaborate with other schools due to the increase in nursing needs. Emphasis has been put on what the public can bring into the school that could bring more opportunities to students. We have been working with Forest Warren Mental Wellness Association, who are sponsoring two assemblies. One for elementary and middle level students, and second semester, an assembly for high school students.

We are still having field trips, but are encouraging an educational focus.

Amy: We'd rather put time and energy into trips that are educational and get kids what they need. It's tough to secure nurses for field trips.

Patty: Nursing services are difficult to obtain on the everyday basis. When field trips are involved, it requires more resources. Nursing shortage has a bigger picture, it's not just a problem in Warren County. Every morning Mrs. Tharp is moving nurses and MAA's around to accommodate students. Nurses and MAA's are the only people in the WCSD that can implement a standing order from a doctor. Age, ability and disabilities are all factors. WCSD is responsible for nursing services for IEP's and 504 services and must be honored in the school day and off school property. When a parent has a private duty nurse or PCA for their child and that private duty nurse or PCA is absent, the District has to have a back-up plan, which usually involves transportation. The District has to try to figure out how to meet the needs and provide the service. Parents can go on field trips, but if they cancel then the District has to provide the mandated resources. The District is not trying to take the fun out of field trips, we are making sure that they are educational and that we can meeting the needs of all students

Amy: The situation is the same story across the IU; it's harder to do what we want and geography factors into that.

Tom Knapp: Sounds like the District is trying to take all the fun out of school for students.

Louise Tharp: This school year has been particularly challenging for MAA's. We have been three nurses short from day one. There have been 22 openings that Kelly Services has not been able to fill. There are two MAA's providing "triage" for the district. There are critical students in the District that have to be staffed with nursing. It is hard to determine whether to send a student to a field trip or keep them at school.

Arthur: I agree that you cannot replace the experience of field trips with an in-school activity. Nursing services and functions have increased over the year and the positions simply cannot be filled. What are the options?

Amy: This has evolved and we continue to try different things. Talking with other superintendents at regional meetings to see if they are doing anything different. There is a regional shortage for nurses. It does help if a parent can go with the students, but we have to pay them to be able to go to cover the nursing services on field trips. We need to look at the rates of what we pay for certified school nurses and medical assistant aides for filling after hours spots that are difficult. A couple of school districts are differing between school trips and fun PTO trips. Some districts are having fun trips on Saturdays.

- 4.4 Board Building Tours and Principal Presentations tentative quarterly schedule. Administration will review October Board tour date.

## 5. Other

- 5.1 Mr. Knapp was contacted by a parent who is concerned because her student has several college prep courses with no hard cover textbooks, only online textbooks. Concerned that not all students have computer availability at home.

Rhonda: teachers usually take into account how to provide books for all students, as they are aware of the students' access to materials.

Tom: Some students still have dial-up service and that can be a challenge to get homework completed.

Mike Zamborik gave information to Amy regarding the Career and Technical Services. The machine tech assistant, Mr. Beringer started today. Welding in PA is an immediate need, then machine tech and then nursing.

Amy: The theme of 17-18 is going to be career tech.

## 6. Closing Activities

- 6.1 Next Meeting Date - Monday, October 23, 2017 following PACCA at Central Office.
- 6.2 Executive Session - None
- 6.3 Adjournment - The meeting adjourned at 7:04 PM.