

**MINEOLA UNION FREE SCHOOL DISTRICT
MINEOLA, NY**

Workshop Meeting Minutes

The Mission of the Mineola Union Free School District is to inspire each student to be a life-long learner, pursue excellence, exhibit strength of character and contribute positively to a global society.

Board Goals - 2011-2012

- ***Educational***
 - *To increase the use of assessment data (NWEA) to inform differentiated instruction thereby increasing individual student achievement*
 - *To continue our growth as professional learning communities focusing on common formative assessments to demonstrate individual student growth*
 - *Re-engage the community in the District's Strategic Plan with a specific focus on the quality indicators that define Mineola's expectations of academic excellence*
 - *Increase opportunities for participation in science and math research at the elementary and middle school levels*

- ***Facilities***
 - *Continue projects that incorporate "green" technologies that over time will decrease our dependency on fossil fuels*

- ***Finance***
 - *To continue the district initiative to actualize a five year plan to maintain a stable tax levy while minimizing loss of program*

DATE: December 1, 2011

LOCATION: Willis Ave. School

OPEN WORK SESSION 7:00 p.m. 2nd Floor Board Room

Board of Education

Christine Napolitano, President
William Hornberger, Vice President
John McGrath, Trustee
Irene Parrino, Trustee
Terence Hale, Trustee

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance & Operations
Patricia Burns, Asst. Supt. of Curr., Instr., and Assessment
Andrea Paggi, District Clerk

- A. Call to Order- 7:05pm**
- B. Pledge of Allegiance**
- C. Reading of Mission- William Hornberger**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

Ms. Parrino will be joining the meeting at little late.

F. High School Student Organization Report

Zak Engles, Salutarian of the senior class, was introduced by the Superintendent to present the Student Organization report. Zak reported that the Winter sports season has started and there will be a pep rally tomorrow at the high school. The Drama production of "Almost Maine" was very good and Zak found it to be both funny and sad. Students have begun their senior projects and some of the causes that have been addressed include breast cancer awareness, ovarian cancer awareness and advancement of African women. The S.O. had a Thanksgiving drive and they provided needy local families with baskets of food and gift cards. The Student Service Center had their first session of computers and on Saturday, Gingerbread University will take place. Children pay to attend and the funds are then used for a party for needy children. The Key Club is collecting toiletries for the INN. The National Honor Society and the Key Club are sponsoring a Toys for Tots drive.

G. Old Business

Mr. David Tellier, CPA/CFF.CITP, was introduced by Ms. Napolitano to do a presentation of Fiscal 2011 External Audit to the Board. Mr. Tellier started by giving a brief overview of the audit process, which consists of 4 parts: Audit planning(1/2011): Preliminary audit procedures (Jan. and May 2011); Final audit procedures(8/11); and Final reporting(September and October 2011). Mr. Tellier stated that financial statements were all "clean". He stated that with regards to Governmental fund financial statements there is a general fund balance of \$7million. Mr. Tellier stated that management did a good job. He stated that findings and recommendations have been presented to the district and they are in the process of responding. Mr. Tellier also reported on the status of 13 prior year findings and recommendations; 8 recommendations have been implemented and 5 recommendations are in the process of being implemented. He stated that the district has made outstanding efforts.

Mr. Hornberger agreed that the reports were clean and stated that it was nice to see the results that were obtained. He added that on 12/13 the Financial Committee will be meeting with Mr. Waters. The Superintendent asked Mr. Tellier if the District is in good standing . Mr. Tellier responded that The District is in good standings and he feels that the district is making great strides. He finished by stating that at this point in time the District is in a good spot.

Ms. Napolitano thanked Mr. Tellier for his presentation. She then polled the Board members to determine if there was any old business to discuss. Mr. Hornberger asked for an update on the recycling program and if anyone from North Hempstead contacted the District yet. The Superintendent stated that no one from North Hempstead has contacted him until this point. The Superintendent stated that he has contacted and visited Ethan Sargent at Hampton. The Superintendent has made arrangements for recycling containers at the school. It was reported that Royal Recycling dropped them off with Dan Romano today. Also, the superintendent has made arrangements with Ms. Kennedy, HS advisor for the Environmental Club, to send high school students to Hampton and Meadow to set-up recycling programs. Mr. Hornberger also asked the Superintendent for an update on the Ipad/ Netbooks. The Superintendent stated that everyone has their machines and APP's are installed. It appears that anytime we want APP's, we must load them. the Superintendent stated that we would give up ownership if we send them out. Mr. Hornberger asked the Superintendent if teachers are utilizing the website. The Superintendent stated that the building principals are monitoring the usage by their staff and the Superintendent stated that he will get the actual numbers for Mr. Hornberger. The Superintendent added that the high school students like that they can post documents and the Locker feature (which is secure) is a very

popular feature.

Mr. McGrath asked if we can put something out to the parents to get feedback on their opinions of the new website. The Superintendent stated that this could be done. Mr. McGrath feels that this would be useful. He also stated that he would like to know how the website is being used and feedback of the students. Mr. McGrath asked for an update on the Chaminade parking situation. The Superintendent stated that he was never contacted by anyone from Chaminade and therefore the parking lots were not used.

Ms. Parrino arrived at 7:30pm.

Ms. Parrino asked for an update on the children from the middle school that go to Jackson Avenue after school for the SCOPE program and also asked what will happen when we have snow. The Superintendent stated that the children have been getting to Jackson Avenue without incident and when we have snow, the district will clear a path for them. Mrs. Parrino asked if requesting a change in the direction on the street in front of Jackson Avenue has been addressed yet. The Superintendent stated not yet, but that something will have to be done.

H. New Business

RESOLUTION #36- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the award of the Plumbing contract for the Hampton Street Project bid, opened November 16, 2011 to the lowest responsible bidder meeting specifications, Conelly & Sons, base bid \$68,300 plus Alternate no. (1) \$5,800, totaling \$74,100.

Motion: Terence Hale
Second: John McGrath

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

RESOLUTION #37- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the award of the Electric contract for the Hampton Street Project bid, opened November 16, 2011 to the lowest responsible bidder meeting specifications, LEB Electric, \$275,000.

Motion: John McGrath
Second: Terence Hale

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

RESOLUTION #38- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the award of Heating, Ventilation, and Air Conditioning (HVAC) contract for the Hampton Street Project bid, opened November 16, 2011 to the lowest responsible bidder meeting specifications, JNS Heating, \$277,000.

Motion: John McGrath

Second: Terence Hale

Yes: Terence Hale

Irene Parrino

John McGrath

William Hornberger

Christine Napolitano

No: None

Passed: Yes

RESOLUTION #39- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District adopts the new Nursing Substitute Rate and reaffirms all other substitute rates as listed.

That the Board of Education approve the following rates for substitutes:

Teacher Sub	\$90 per diem
Mineola Retiree Teacher Sub	\$125 per diem
Nurse Sub	\$125 per diem
Teacher Aide	\$13.74 per hour
Greeter	\$10.00 per hour
Bus Driver	\$21.81 per hour
Custodian	\$12.25 per hour
Clerical	\$12.32 per hour
Bus Attendant Sub	\$10.75 per hour
Maintainer Sub	\$20.00 per hour

Motion: John McGrath

Second: William Hornberger

Discussion: Ms. Napolitano asked the Superintendent to explain this resolution for the Board. The Superintendent stated that the Nurse Rate differential was \$90, and the district was having difficulty getting sub-nurses. The Superintendent also noted that all sub-rates have not changed in several years. The Superintendent suggested that the list of sub-rates be added annually to the re-organization meeting for review. Mr. McGrath suggested that the Superintendent request the rate averages from other school districts. The Superintendent stated that he had already planned to do so.

Yes: Terence Hale

Irene Parrino

No: None

John McGrath
William Hornberger
Christine Napolitano

Passed: Yes

RESOLUTION #40- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District adopts the following Meadow Drive SEQRA Resolution.

WHEREAS, the Board of Education of the Mineola School District desires to embark upon a capital improvement project at the Meadow Drive School for a library building addition, and

WHEREAS, said capital improvement project at Meadow Drive School, is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, routine activities such as renovations to, or expansions of existing public school facilities by less than 10,000 square feet are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5(8)); and

WHEREAS, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement project and has determined that the capital improvement project for renovations and improvements to Meadow Drive School is classified as a Type II Action pursuant to Section 617.5(8) of the SEQRA Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the renovations and improvements to Meadow Drive is a Type II Action, which requires no further review under SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

Motion: Terence Hale

Second: John McGrath

Discussion: The Superintendent stated that this is for the library project at the Meadow Drive School and it needs to be filed in order to proceed with the project.

Yes: Terence Hale

Irene Parrino

John McGrath

William Hornberger

No: None

Christine Napolitano

Passed: Yes

RESOLUTION #41- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the 2011-2012 goals of the Superintendent of Schools.

Motion: John McGrath

Second: Terence Hale

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

I. Consensus Agenda

RESOLUTION #42 -BE IT RESOLVED that the Board of Education approves the consensus agenda items I.1.a. through I.1.c.3., as presented.

Motion: Terence Hale

Second: William Hornberger

Yes: Terence Hale
Irene Parrino
John McGrath
William Hornberger
Christine Napolitano

No: None

Passed: Yes

1. Instruction

a. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Allison Maffettone, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately 04/17/2012.

b. Leave(s) of Absence/Medical

1. That the Board of Education approves an extension to a paid Medical Leave of Absence to Donna Beck, Social Worker, effective 11/19/2011 to January 3, 2012.

c. Appointment(S) Sub Teacher per diem

The Board of Education approves the addition of the following candidates to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

	<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1.	Jenna L. Sherwood	Early Childhood Education (Birth - 2)
2.	Vincent F. Manzo	PreK - Grade 6, French 7-12, Technology Education
3.	Marcella A. McHale	Nursery/K/Grades 1-6, Special Education

Walk On Agenda Items

RESOLUTION # 43 - BE IT HEREBY RESOLVED that the Board of Education of the Mineola U.F.S.D. appoints Nancy Lederman, Esq., to serve as an impartial hearing officer to hear and determine the matter concerning student #14953. Ms. Lederman is the next in the alphabetical rotation of the list of approved by the State Education Department for Nassau County to be appointed to serve as impartial hearing officer. The IHO will be compensated at the rate set by the NYSED, Director of the Division of Budget.

Motion: Terence Hale

Second: William Hornberger

Discussion: The Superintendent stated that Resolutions #43 and 44 needed because two parents are questioning the services of their children with IEPs and an impartial hearing officer must be appointed in order to determine how to proceed.

Yes: Terence Hale

Irene Parrino

John McGrath

William Hornberger

Christine Napolitano

No: None

Passed: Yes

RESOLUTION # 44 - BE IT HEREBY RESOLVED that the Board Education of the Mineola U.F.S.D. appoints Susan Lushing, Esq., to serve as an impartial hearing officer to hear and determine the matter concerning student #15169. Ms. Lushing is the next in the alphabetical rotation of the list approved by the State Education Department for Nassau County to be appointed to serve as impartial hearing officer. The IHO will be compensated at the rate set by the NYSED, Director of the Division of Budget.

Motion: William Hornberger

Second: Terence Hale

Yes: Terence Hale

Irene Parrino

John McGrath

William Hornberger

Christine Napolitano

No: None

Passed: Yes

RESOLUTION # 45- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the award of Contract "G" for General Construction and Site Work and Bid Alternate Numbers "G1" through "G9", for the Hampton Street Project (SED control # 28-04-10-03-0-003-018) bid opened November 29, 2011 to the lowest responsible bidder meeting specifications, VRD Contracting, Inc., base bid \$1,259,000.00 plus Alternate Nos. G1 through G9, \$116,000.00, totaling \$1,375,000.00.

Motion: Terence Hale

Second: William Hornberger

Discussion: The Superintendent stated that at the last meeting the Board rejected the bids and bidding was re-opened. This time, the bid numbers received were closer and there was in fact a tie. The Architect and Mr. Romano interviewed both parties and determined that this was the way to go. District Counsel stated that in a case like this the District can choose between the two bids. The Superintendent also stated that the bid is under budget and therefore the district will be able to purchase furniture. Mr. Hornberger asked when this will begin and the Superintendent stated that the kick-off meeting will be next week.

Yes: Terence Hale

Irene Parrino

John McGrath

William Hornberger

Christine Napolitano

No: None

Passed: Yes

J. Superintendent's Report

The Superintendent stated that for the first time the new APPR regulations require student achievement as a major component of teacher and principal evaluations. The District will use NWEA as its measure of student growth and data source to drive instructional decisions. Teachers and principals will create SMART goals and action plans, using NWEA data. A SMART goal is: Strategic, Measurable, Attainable, Results Oriented, Time Bound. These goals are directly in line with State Initiative of Students Learning objectives(SLO). Goals must be measured using a valid assessment.

The Superintendent stated that there are a few questions to ponder tonight in the presentation. How are principals holding teachers accountable for student progress? How are they monitoring student progress and using data to make informed decisions about using resources more effectively? What evidence or artifacts are there to demonstrate a plan for change? The Superintendent stated that tonight's presentation is just a sampling of each principal's plan for their building. The actual plans are very long. Also, tonight the principal's will be focusing on ELA only, due to the fact that that was where we did not do well.

The Superintendent introduced Dr. Sue Fleischmann, principal of Willis Avenue. Dr. Fleischmann began by explaining the Kindergarten NWEA (reading) data and stated that the children will be tested three times during the year: fall, winter and spring. The fall data shows that 70% of students fall below the median score. These tests are taken by children across the country and they are not a mastery test. NWEA are a growth test. There is no bell curve; it just tells you if a child is above or below the median at this time. The hope is that the children will demonstrate growth and the percentage of those below the median will decrease. NWEA testing is done only with the kindergarten: this test is not appropriate for the pre-k children. The Superintendent added that he is sure there will be a jump in the growth by the end of the year. Dr. Fleischmann added that there are many variables that could have affected the performance on the fall testing, including the fact that some children have never used a computer or a mouse. Dr. Fleischmann discussed the plan at Willis Avenue. Teachers will participate in on-going professional development covering the components of the Literacy Collaborative/ Balanced Literacy implementation. The teachers will also meet weekly with literacy coach, NWEA resource teacher and principal to review student assessments, progress toward goals data analysis, and specific plans for increasing student performance. The goal is for all students to increase their RIT scores. Some of the artifacts used to measure progress are agendas from the PD sessions, teacher's plan books should reflect implementation of the agenda items, and Excel spreadsheet with common formative assessment progress.

Mr. Hornberger asked Dr. Fleischmann if the pre-k students use the computer during their day. Dr. Fleischmann stated not really an opportunity for them to do so. Mr. Hornberger asked what are we doing at the Pre-k level and what we are looking for them to attain. Dr. Fleischmann stated we are implementing the Pre-k Common Core Standards that include a science unit which combines ELA and Math. She stated that with regards to the pre-k, we are limited as far as technology. Mr. Hornberger stated that his personal experience with the pre-k program were both very different. The Superintendent stated that this is why leadership is so important. He also reminded the Board that Kindergarten is now becoming an academic grade which it was not before. The Common Core Standards are a big shift in how children will learn; it involves problem solving and looking at how they can get the answers. Mr. Hornberger feels that there should be more computer time next year for pre-k students. Ms. Parrino asked if it is possible to get a smaller mouse for the children to use. The Superintendent stated that we need to troubleshoot to determine the needs.

Ms. Napolitano asked Dr. Fleischmann how much time she spends in the classroom. Dr. Fleischmann replied that she is in the classrooms constantly both informally and for formal observations. Ms. Napolitano stated that she is glad to hear that principals are in the classroom on a regular basis.

The Superintendent thanked Dr. Fleischmann and introduced Devra Smalls, principal at Hampton Street School. Mrs. Smalls stated that with the SMART goals, we are looking at overall growth of all students. Mrs. Smalls stated that her plan provides scheduled PLC time for teachers to ensure that all teachers are available to meet together. This time is used to review the data and goal plans, determine needs and plan how to address need areas. Instruction is based on the specific need areas. Staff attends professional development training. Faculty meetings are used to discuss tying lessons more closely to goals. Mrs. Smalls stated that examples of the need areas involve an increase in non-fiction reading and increasing the rigor in reading. Students are being asked to tie examples from the books being read to their experiences as well as learning about the characters based upon what the character says in the story.

Mr. McGrath asked if the district was not using the NWEA, would we not have this information. Mrs. Smalls replied that NWEA helps show us if a child is far from meeting the standard. NWEA shows us what skills a child is ready to learn next. She added that NWEA gives a more precise direction and helps use fine tune learning. It gives us a useful yardstick of where a child was at and how much growth was shown.

The Superintendent stated that we do not have a growth model assessment; the state assessments are not giving us this information. NWEA is a growth model and helps us raise the expectations for our children. Mr. McGrath asked if all teachers are using the NWEA data. Mrs. Smalls replied yes and all teachers are trying to improve. Mr. McGrath asked if there is a lot of positive energy from staff regarding the NWEA. Mrs. Smalls stated that the teachers are all very positive about NWEA. Mr. Hornberger asked about the scores at Hampton. Mrs. Smalls stated that state scores are better than NWEA scores. Mr. Hornberger asked about what information parents are receiving regarding the scores. Mrs. Smalls stated that the report cards are linked to old state standards but they will be changed. She stated that if NWEA shows a weakness that should be reflected. Mrs. Smalls stated that parents did ask after first report card, why there are fewer 4's being given. Mrs. Smalls stated that staff is trying to be very honest with scores and where the child is currently at.

The Superintendent thanked Mrs. Smalls and introduced Deborah Shaw, principal of Meadow Drive. Mrs. Shaw stated that the NWEA data for Meadow Drive is similar to the data results for Hampton Street. According to Mrs. Shaw, the teachers at Meadow Drive have been working very hard to develop lesson plans tied into the Common Core Standards. One area that has been focused on is raising the students' awareness and responsibility in this process. Each child received a sheet to sign that lists all of their need areas. The child reviewed the list with their teacher and then selects three things that they promise to do. The higher level children are being pushed to show growth as well. The parents get a copy of this sheet that their child has signed. This insures that everyone is working together to help the child be successful. The next step of this process is that teachers are putting links on their webpages for games and activities for the children to use to help improve their skills.

Ms. Napolitano stated that she is happy to see that student accountability is part of this process. Ms. Napolitano asked if this is also being accomplished with the ESL students and their parents. Mrs. Shaw stated that the ESL teacher is part of the parent- teacher conference as well the planning process for the student. Ms. Parrino asked Mrs. Shaw how she plans to follow-up and check if teachers are doing what they are supposed to do. Mrs. Shaw stated that this follow-up will be done through both formal and informal classroom observations and visits. She will keep a checklist of what is being done. Mrs. Shaw stated that following are some of the artifacts used in this process: checking student goal sheets, teacher plan books, and a tracking of

goal sheets. Mrs. Shaw also stated that artifacts are not always clear cut and are a work in progress. Mr. McGrath asked Mrs. Shaw what is the overall teacher's attitude toward NWEA? Mrs. Shaw stated that teachers are using NWEA eagerly and digging deeply into the data. She has seen teachers working both before and after school hours. Mr. Hornberger asked Mrs. Shaw to provide a specific ELA goal. Mrs. Shaw stated that one of the need areas was understanding of vocabulary. In the 4th grade, the child's goal may be to increase vocabulary through practice of informational text and to increase their stamina of passages/books and write a response using more detail. In 1st grade, the goal may be to get all students to reading level and to increase phonological awareness. Mrs. Shaw also stated that the ESL teacher is working very closely with each class/grade. Mrs. Shaw stated that there was a group of children that scored very high. The Literacy Coach has looked at getting more appropriate and challenging books for this group. She is also looking at setting up projects to challenge these students. Mrs. Shaw stated that guided reading takes place daily at Meadow Drive; at-risk students receive it twice and the high end students use enrichment books.

The Superintendent thanked Mrs. Shaw and introduced Ms. Molloy from Jackson Avenue. Ms. Molloy stated that she began by looking at the 65 students who performed below the norm, in order to determine how "far below" they scored. She stated that fifty of these children could go either way. Ms. Molloy stated that she has very good support personnel and the literacy support staff has been working very hard to enrich the level reading library. Ms. Molloy stated that programs are being implemented utilizing data from NWEA and Fontas and Purnell as well as teachers recommendations. Students are being recommended to attend before or after school programs. These programs will be starting next week and will focus on using Castle Learning. The Superintendent asked Ms. Molloy for her artifacts. Ms. Molloy stated that she looks at the teacher's plan book as well as reviewing the reports from Castle Learning. Ms. Molloy stated that Jackson Avenue is a little behind in setting the student goals. The students will be given a sheet with their goals and the strategies to meet these goals. Parents will be given a copy to sign. Ms. Parrino asked if this will be done during school hours. Ms. Molloy stated yes and the process has been streamlined for teachers. Ms. Napolitano asked how often the before/after school program will take place. Ms. Molloy stated that it will take place two times per week for an hour. Ms. Molloy stated that she feels that some children just need a little boost and then they will fly. Mr. Hale asked what the attitude of staff is toward NWEA and this process. Ms. Molloy stated that the staff is very positive and have bonded together through this process. Mr. Hornberger asked for a timeframe in which the student goal sheets to be completed. Ms. Molloy stated two weeks. Mr. McGrath asked Ms. Molloy for her prediction for the children who scored below norm. Ms. Molloy stated that a goal has been set for 78% will receive a 3 or a 4 on the state test: and as far as the NWEA, Ms. Molloy stated that she wants to see the winter scores before making a prediction.

The Superintendent thanked Ms. Molloy for her presentation. Mr. Hornberger asked the Superintendent if the Board can expect the principals back in the spring to present on the status of where students are at. The Superintendent stated this will take place in order to determine if we have been successful or if change is needed. The Superintendent stated that the real test of all that is being done is the results in the spring.

The Superintendent introduced Mr. Barth, principal of the Middle School. Mr. Barth stated the Mr. Mauer and Ms. Hochhauser were also here representing the Middle School. Mr. Barth stated that the ELA data is their current reality. As a team they have looked at where they are and where do we need to go? Mr. Barth stated that there are consistencies between data from NWEA and the State assessment. Mr. Barth stated that they needed to come up with an action plan. As part of this plan, as principal he will utilize data to work with and monitor the effectiveness of individual teachers. The teachers must submit a goal sheet for their classes listing the RIT band and student activities. Mr. Barth stated that everyone is working with the notion that this NWEA data is needed to help our students. Mr. Barth stated that he will facilitate PLC meetings to create a menu of strategies and action steps with teachers to help them guide their student goal setting meetings. Mr.

Barth asked the Board if there were any questions. Mr. Hale stated that he would have liked to see more artifacts listed. Mr. McGrath asked how often observations are happening. Mr. Barth stated that he is in classrooms all the time both formally and informally. He is looking to see if teachers are on task. Mr. McGrath asked Mr. Barth about how students that are on the cusp are dealt with by teachers. Mr. Barth stated that teachers are always concerned about their students and these students needs are addressed during on-target time. Also, they are looking to develop an afterschool program for those bubble children. This program will be by invitation. Mr. McGrath asked if students will have a choice of whether or not to participate. Mr. Barth stated that children and parents will be urged to attend. Ms. Napolitano asked Mr. Barth to explain what a reflection document is. Mr. Barth stated that it is a log of what steps have been taken; it looks at where we are and where we will go from here. Ms. Napolitano asked if this occurs every Friday. Mr. Barth stated that together with Mr. Mauer and Ms. Hochhauser, this will be put together to ensure that staff is doing what is needed for the children to succeed. Mr. Barth stated that the Friday planning provides an opportunity to reflect on PLC meetings, the results of walk through observations, and provides a snapshot of what is going on. Mr. McGrath asked Mr. Barth what is the teacher's reaction to NWEA and this process. Mr. Barth stated that some teachers do voice frustration and not all staff embraces it as enthusiastically as others. Mr. McGrath stated that he doesn't feel that everyone is embracing this completely at all of the schools. Mr. Barth stated that grumbling doesn't necessarily mean disgruntled. He stated that the NWEA data is rich and the value of the PLC meetings is working as a team. Mr. Hornberger stated that all of this is being done for the children and we should not be concerned that some teachers are not happy with this process. Mr. Hornberger stated that the other principals were very clear about their artifacts and he would like to see this for the middle school. Mr. Barth stated that he can make this information clearer for the middle school. Mr. Hornberger stated that he is concerned about the "bubble" kids and asked what is being done at the Middle School to insure that children in 5th and 6th grades get to level 4. Mr. Barth stated that student goal sheets are completed and this gives specific goals and the following information: where is the child at, what are they ready to learn and how can they be challenged. Next step involves installing the necessary APPs. The Superintendent asked how this translates into the classroom. Mr. Barth stated that the students set their goals and then the teachers will provide differentiated learning and activities in the on target class. Mr. Hornberger asked what happen with the Special Ed. and ESL children. Mr. Barth stated that for children with multiple needs have IEPs which give teacher the goals. In these cases, NWEA is not always used to provide student goals. There are a considerable amount of children with IEPs and this presents a challenge to provide the necessary accommodations to complete the NWEA testing.

The Superintendent thanked Mr. Barth for his presentation. The Superintendent stated that that it is necessary to look at how the building leader insure that all of these things are done and how do we effectively measure this. We need to demonstrate what is being done for the children and determine how people are held accountable.

Public Comments: Ms. Napolitano stated that she would open the floor to public comments. A parent asked what is being done at the middle school to improve writing skills. Ms. Hochhauser, IL, responded that one of the goals is rigor in writing. It is being looked at how they use text based writing. There is an increase in the amount of writing being done and it is writing based on the information from the literature. There is an increase of guided reading and children are expected to provide longer response to the text. Another parent stated that in spite of what was stated tonight, there is a great deal of grumbling about NWEA. She stated that parents feel that the children need to be elevated. She asked if children are taking the process of goal setting seriously and who is held accountable. The Superintendent stated that the teachers are helping the children make their goals based on the data. Parents should be signing off on these goal sheets and if they are not in agreement then they should say something. If the goals set are appropriate, then we should see the results in the NWEA scores. Mr. Barth added that goals on the goal sheets will continue to be evaluated and reset as

needed. A Parent asked when parents at the middle school should expect to see these goalsheets. Mr. Barth stated within two weeks. Ms. Napolitano stated that we have to expect some grumbling with all of the changes that have taken place. We need to get through this year and then the process can begin to be streamlined. The Superintendent reminded everyone that statewide changes are coming fast and furious and this is very challenging. A parent asked for the AGP children is there a system in place to help with their gaps or weaknesses. Their AGP block is being split: one day will be for AGP work and the next day will focus on addressing weak areas. The AGP teacher will be working with the regular classroom teacher. A parent asked if a good non-fiction list can be put on the website. The Superintendent stated that this will be done.

The Superintendent stated that he is not in need of an executive session, but he had a few quick announcements. The Superintendent stated that his blog is back. The next Board of Education meeting has been changed from Thursday 12/15 to Monday, 12/19. The Superintendent stated that he saw the high school production of "Almost Maine" and it was very good.

K. Executive Session Time: p.m.

The Superintendent was not in need of an executive session.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

L. Adjournment Time: 11:00 p.m.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea Paggi