



The Mission of the Norwood Public Schools is to Foster Success in All Students by Educating Them in a Safe and Respectful Environment.

**MINUTES
BOARD OF EDUCATION**

August 20, 2018

WORKSESSION

The school board members held a work session from 6:00 p.m. until 7:00 p.m.

*School Board of Education's Purpose Statement

*Homeroom Discussion

I. CALL TO ORDER

The regular meeting was called to order at 7:00 p.m. by school board president Mr. Morlang.

A. Pledge of Allegiance

The pledge of allegiance was said.

B. Request for Additional Items - none

II. OPPORTUNITY FOR CITIZENS TO ADDRESS THE BOARD

III. COMMUNITY REPORTS

Carrie Andrew –explained the various supporters for the Friday programming they want to implement this fall. She also stated they are working on raising \$26,000 in the next two weeks to finalize funding for the new library. Carrie will be available to explain ideas at open house for the school this week.

Melissa Merrill from Primetime explained their various programming ideas for Friday's. She will be present at the open house this week with information for the public.

IV. STUDENT REPORTS - None

V. STAFF REPORTS - None

VI. CELEBRATIONS

The school year is off to a great start.

The roof is finished, walls are repaired and painted.

Ms. McCluer thanked the administration for all the extra time and hard work this summer.

Carrie Andrew thanked the administration for much needed information on Face book.

Mr. Crews thanked the board for their support and helping the administration move in a positive direction for staff and students.

VII. APPROVE CONSENT ITEMS

A. Approve June 26, 2018 and July 23, 2018 Minutes.

B. Approve June and July 2018 General Fund bills

C. Approval of 2018-2018 Teacher Mentors (See List)

D. Approval of 2018-2019 Coaching Assignments (See List)

E. Approval of 2018-2019 Extra Duty Assignments (See List)

F. Approval of Terry Snow, ½ time Gifted and Talented

Ms. Barkemeyer made a motion to approve consent items: **A.** June 26, 2018 Minutes and July 23, 2018 Minutes. **B.** June and July 2018 General Fund Bills. Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

VIII. ACTION ITEMS

C. Approval of 2018-2019 Teacher Mentors

Ms. McCluer made a motion to approve the 2018-2019 Teacher Mentors with correction. Ms. McCluer read the list of mentors. Seconded by Ms. Barkemeyer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

D. Approval of 2018-2019 Coaching Assignments

Ms. McCluer made a motion to approve the 2018-2019 Coaching Assignments. Ms. McCluer read the list of names. Catherine Kolbet was added as HS and MS Knowledge Bowl Coach. Seconded by Mr. Ordean. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

E. Approval of 2018-2019 Extra Duty Assignments

Mr. Ordean made a motion to approve the 2018-2019 Extra Duty Assignments. Ms. McCluer read the list of names. Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

F. Approval of Terry Snow as ½ Time Gifted and Talented

Ms. Barkemeyer made a motion to approve Terry Snow as ½ Time Gifted and Talented Teacher. Seconded by Mr. Ordean. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

IX. MISCELLANEOUS REPORTS

A. DAAC –Miss Kolbet reported DAAC discussed the date for Coffee with Community which will be on August 22 at 6:30 p.m. in the Maverick Corral. The DAAC will have a work session with the school board on September 18, 2018 at 6:00 p.m.

B. UNBOCES – Mike Morlang stated UNBOCES is fully staffed except for an audiologist. Next meeting is in September 19, 2018.

C. WSCF –None

D. PTA –None

E. OTHER BOARD REPORTS-None

X. NEW BUSINESS – Great Schools, Thriving Communities Endorsements

Ms. Barkemeyer reported there were enough signatures to put the Great Schools on the ballot in November. We have the opportunity to represent our school if we choose to by completing information on the online site for Great Schools. This would be for the best interest of our students.

XI. OLD BUSINESS

Community Communications

Coffee with the community will be August 22, 2018 at 6:30 in the Maverick Corral. Mr. Crews will put together a “Topic” for the public.

Inside Out/Shift Why

Coaches and staff are continuing to move forward with the Inside Out/Shift Why program. Shelby Thomas, our new Athletic Director has created a new athletic handbook which incorporates the Shift Why concept.

XII. ADMINISTRATION REPORTS

A. Superintendent Report – In Board Packet-See Attached.

B. Principal Report –In Board Packet-See Attached.

XIII. EXECUTIVE SESSION

A. Pursuant to Colorado Revised Statue 24-6-402(4) (f) to discuss personnel matter.

Ms. Barkemeyer moved to go into executive session for personnel matters at 8:10 p.m. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried. Those present in executive session were the board members, Mr. Crews, Mrs. Rasmussen, Ms. Gipner and Mrs. Epright.

At 8:15 p.m. Mr. Ordean made a motion to go out of executive session. Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

ADDITIONAL ACTION ITEMS – None

XIV. ADJOURNMENT

Ms. Barkemeyer made a motion to adjourn the meeting at 8:15 p.m. Seconded by Mr. Morlang. Roll call vote: “aye’s” 5, “no’s” 0. Motion carried.

Respectfully submitted,

Susan Epright

Superintendent Report August 2018 (C3)

- **Sports Schedules** *As we continue to move into the four day week, the reduction of schedules will continue to be a challenge. Working with several other schools and their concerns creates a challenge on schedules. The office worked to create a class schedule that reduces the amount of core subject time that students would miss by trying to schedule most of those classes at earlier times . The minutes and hours of the school day are critical to build knowledge, foster student motivation, and drive student outcomes. The athletic directors did work on limiting travel on the weekdays by scheduling as many games in closer proximity, however not all. We will continue to be cognizant of reducing the amount of time away from instruction. 1b,1c,2a,5a*
- **Great Schools Thriving Communities** *Michelle asked to have this information put on the agenda. The new amendment, Amendment 73 is an initiative is designed to help the state's underfunded schools and ensure every community across Colorado benefits from the state's booming economy. The measure empowers local school districts, enabling them to determine the highest priorities for much needed revenue. It would raise \$1.6 billion a year in additional, sustainable revenue for Colorado's public schools, bringing them closer to the national average in school funding. Revenue will be deposited in the Quality Public Education Fund, a new, dedicated state education fund that will allocate revenue equitably to every Colorado school district. 1b,1c*
- **Window Replacement** *Chuck's Glass came through and provided an estimate to replace 15 windows in the Elementary and the Middle School. I was looking at them to install awning type windows that would create more ventilation; however the estimate was way too high (over \$12,000). I think we look at getting estimates to put evaporating coolers on the roofs instead. 6c,6d*
- **State Assessor** *The initial step towards looking at the BEST grant for building improvement of safety and health was a couple weeks ago where a state assessor conducted a thorough review of our building space. He will generate a report that will be sent to the BEST grant office where we can have additional conversations about next steps. 1c,3a,3b,3c,1c,*
- **Staff Survey Report (4a-e)** *I met with the staff Monday afternoon and had them take a survey (see attached) which has responses that reflect the results from the information the Linda and Michelle gathered. This will be good baseline data. I will plan on giving them the survey again in December and May. After they took the survey we went through the elevated view report and talked about the areas of improvement. For our new staff members I gave them a brief history about how this developed and shared how we are moving forward. 1c,3a,3b,3c,5d,8c*

- **Roof Report** The ATI crew completed the insulation and drywall work in the high school last Saturday. It was down to the wire. I want to thank Murray for working with ATI and keeping them going. Our Colorado School District Self Insurance Pool covered both the roof application as well as the work inside. Hopefully this will be an improvement!6c,6d
- **Policy GD** Attached is policy GD and the changes made. We will need to put it on as an action item. I left it off the agenda by mistake. We took it off the agenda last board meeting so we could be clear what our district defines full-time status (the reason is for health insurance eligibility), and what FLSA identifies as full-time for overtime purposes. 1a
- **HB 18-1306** Let's continue to talk about the transportation lawsuit. 1b

Norwood Public Schools Board of Education
Principals Report
8-20-18

Respectfully Submitted by Perri Gipner and Sara Rasmussen

Behavior
<p>The Multi-Tiered Systems of Support (MTSS) Leadership team met at an all day retreat at the beginning of the summer to review staff perception data and identify areas of focus for the upcoming school year. Throughout the summer the principals worked with our MTSS implementation coach on revising and clarifying the core values of Norwood Public Schools and integrating them into our behavior procedures. The MTSS leadership team met again prior to the start of school for training on behavior procedures and to develop a plan for rollout to the staff. On the first day back for staff, our implementation coach presented the True Colors test to identify everyone's strengths. She also presented information on the MTSS framework and provided Positive Behavior Intervention and Supports (PBIS) coaching while the MTSS leadership team presented updated behavior procedures.</p>
Communication
<p>The principals have developed a board report format that aligns with the five areas of focus for this school year. This report will be published on our website and Facebook page as part of the communication plan developed by the principals this summer. The principals will also survey staff, parents, and stakeholders on their preferred method of contact to better reach the school community. The MTSS team also established a feedback loop for staff to provide feedback on the new behavior procedures throughout first semester so that the MTSS leadership team can review and clarify the behavior procedures at semester. The principals will continue to communicate weekly with parents via Facebook, website, and all-call/text/email to ensure parents are apprised of weekly events. The principals have also established a schedule for staff/Rtl meetings on designated Wednesdays.</p>
Personnel Development
<p>The MTSS leadership team developed a personnel development plan for learning targets last year. After meeting with the curriculum coach, the principals revised the plan for the upcoming year. The principals also developed a plan for PBIS coaching throughout the year. The principals will provide a survey to staff assess the efficacy of the PBIS coaching and behavior procedures training on the first day back using the adult learning principles,</p>
Time
<p>The principals have designated contract Fridays as SSaCC days (Safe, Supportive and Collaborative Climate) to allow for the needs identified by the staff. This includes collaboration time, coaching, data review, independent work time, informative meetings, acknowledgements, and so on. The principals will develop a structure that will be adhered to</p>

every Friday to ensure consistency and accountability. The principals will provide the board of education the structure at the September meeting.

Four-Day School Week

In the development of the master schedule the principals worked closely with the counselor to prioritize optimal learning time for elementary students as well as uninterrupted blocks of time for literacy and numeracy instruction. The elementary specials schedule focused on minimizing transitions in and out of the classroom and creating a solid block of time in the morning for literacy and numeracy. The middle school schedule was developed to protect core instruction to the best of our ability given the need for shared teachers. Middle school students have literacy and numeracy instruction in the morning and the afternoon was loaded with specials wherever possible. The same focus was applied to high school courses and electives were scheduled in the afternoon whenever possible. In the entire secondary homeroom was implemented to not only improve teacher-student relationships but provide a foundation for students to practice self-directed learning, executive functioning skills, and self-advocacy. Homeroom was scheduled on Tuesday and Thursdays since most activities are scheduled on those two days. This also minimizes afternoon class time missed. In regards to sports and activities we will continue to work with other districts to reduce the amount of time students will be out of class for extra-curricular activities. The principals will closely monitor assessment data to ensure continued student achievement and growth.

Other Important Information

The principals will present 2017-2018 data to the board at the September worksession.