



**MINUTES
BOARD OF EDUCATION**

January 21, 2020

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

Mr. Ordean made a motion to add as Action Item L: Special Board Meeting, February 13, 2020 to interview and appoint a new board member. Randy Black from CASB will also be present regarding the superintendent search.

II. OPPORTUNITY FOR CITIZENS TO ADDRESS THE BOARD

Ms. Jen Dinsmore expressed interest in the vacant position on the Board of Education. Discussion was held on priorities the board of education feels are important.

III. FINANCIAL AUDIT

Mr. Mike Nelson of CDS & Co. presented the Norwood School District Financial Audit for the 2018-2019 school year. Mr. Nelson thanked the board for the opportunity to present the audit and stated he would be giving highlights of the audit tonight. Overall the district is in great shape.

IV. COMMUNITY REPORTS – None

V. STUDENT REPORTS - None

VI. STAFF REPORTS

Positive Behavior Intervention and Support (PBIS).

Mrs. Brantingham shared with the board the entire staff was present to collaborate on the behavior matrix at the last SSaCC day. The SSaCC day was very productive. Next step is to focus on target areas.

Multi-Tiered Systems of Support (MTSS)

Ms. Metrick shared with the board they work with the PBIS team on the learning target plan. The MTSS team reviews new initiatives presented to the school and see if the initiative will work for the district. A time consuming task, but the overall outcome is what is best for the district and our students.

VII. PRINCIPAL REPORT – See attached

VIII. CELEBRATIONS

Happy Birthday Bette Nickell

Congratulations to Saige Morlang, a finalist for the Daniel’s Fund Scholarship and Jessica Barkemeyer, a recipient of the Horatio Alger Scholarship.

IX. APPROVE CONSENT ITEMS

- A.** Approval of December 12, 2019 Minutes
- B.** Approval of January 2020 General Fund Bills
- C.** Approval of Minimum Wage Increase to \$12.00 from \$11.10
- D.** Approval of 2019-2020 Revised Budget
- E.** Approval of second reading of Graduation Requirement Policy IKF
- F.** Approval Authorize Graduation Exemption of Spanish Requirement for student
- G.** Approval of 2nd Reading of MTSS Policy
- H.** Approval of Resignation of Michelle Barkemeyer from the Board of Education
- I.** Approval of the Resolution to Declare a Vacancy and Appoint Election
- J.** Accept Resignation of Gwen Lane
- K.** Approval of closing the Elementary School (K-5) on February 5 & February 6, 2020
- L.** Approval of Special Board Meeting, February 13, 2020 at 6:00 p.m.

Mr. Ordean made a motion to approve consent items: **A.** December 12, 2019 Minutes, **B.** January 2020 General Fund Bills. **C.** Approval of Minimum Wage increase to \$12.00 from \$11.10. **D.** Approval of the revised 2019-2020 Budget. Seconded by Ms. Bray. Roll call Vote: “aye’s”4, “no’s” 0. Motion Carried

X. ACTION ITEMS

- E.** Approval of 2nd Reading of Graduation Requirement Policy IKF

Ms. Bray made a motion to approve 2nd reading of Graduation Requirement Policy IKF. Seconded by Ms. Browning. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

F. Authorize Graduation Exemption of Spanish Requirement for Student

Mr. Ordean made a motion to authorize graduation exemption of Spanish requirement for a Student. Seconded by Ms. Bray. Discussion was held on setting a precedent for the future, and it was explained the student will have enough credits to graduate and should not create any problems. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried

G. Approval of 2nd Reading of MTSS Policy

Ms. Bray made a motion to approve 2nd reading of MTSS Policy. Seconded by Ms. Browning. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

H. Approval of Resignation of Michelle Barkemeyer from the Board of Education

Mr. Ordean made a motion to accept resignation of Michelle Barkemeyer. Seconded by Ms. Bray. Ms. Browning read Ms. Barkemeyer’s letter. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

I. Approval of Resolution to Declare a Vacancy and appoint after election

Ms. Bray made a motion to approve the Resolution to Declare a Vacancy. Seconded by Mr. Ordean. Mr. Morlang read the Resolution. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

J. Accept Resignation of Gwen Lane

Mr. Ordean made a motion to accept Gwen Lane’s resignation. Seconded by Ms. Browning. Mr. Morlang read Gwen’s letter. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

K. Approval of Closing the Elementary School, (K-5), February 5 & 6, 2020

Ms. Bray made a motion to approve closing of the elementary school, (K-5), February 5 & 6, 2020. Seconded by Ms. Browning. Mrs. Nickell explained all elementary teachers will be attending the Reading Conference in Denver on those days. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

L. Approve a Special Board Meeting set for February 13, 2020 at 6:00 p.m.

Mr. Ordean made a motion to have set a Special Board Meeting on February 13, 2020 at 6:00 p.m. to interview candidates for vacant seat on the board and to work with Randy Black on the Superintendent search and timeline. Seconded by Ms. Bray. Roll call vote: “aye’s” 4, “no’s” 0. Motion Carried.

XI. MISCELLANEOUS REPORTS

A. DAAC - None

B. UNBOCES – Mr. Morlang shared with those present the number of students served in Norwood and the types of services offered by the UNBOCES.

C. WSCF – None

C. PTA – The PTA is going to support a Middle School dance on March 5, and provide snacks and such for upcoming parent teacher conferences.

D. OTHER BOARD REPORTS - None

XII. NEW BUSINESS

XIII. OLD BUSINESS

Inside Out – Short discussion on having Mr. Dinsmore come and share his experiences with Inside Out sometime in the near future.

Superintendent Search – A phone conference was held with Henry Roman from CASB. He explained the various steps in a superintendent search and the need for community input is vital input. The timeline is normally a two to three month process, but it can be set to what we need the time line to be. CASB will do the background checks and reference checks for our final candidates selected. The Board of Education will make the final decision on who is hired for the district.

XIV. ADMINISTRATION REPORTS

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

XV. EXECUTIVE SESSION - None

XVI. ADDITIONAL ACTION ITEMS - None

XVII. ADJOURNMENT

Mr. Ordean made a motion to adjourn the meeting at 9:54 p.m. Seconded by Ms. Bray. Roll call vote: “aye’s” 4, “no’s” 0. Motion carried.

Respectfully submitted,
Susan Epright

**Norwood Public Schools Board of Education
Principals Report
1-21-20**

Respectfully Submitted by Perri Gipner and Sara Rasmussen

The principals' have been focused on rolling out the 2nd semester Learning Target plan to staff. At the January meeting, we will provide an overview of the personnel development plan for continued implementation of Learning Targets.

Our regular board report will resume in February.

2019-2020 Learning Target Personnel Development Plan

Learning Target Initiative

- District wide initiative
 - The expectation is that all certified staff develop weekly learning targets and unwrap with students.
 - Quality standard III: Teachers plan and deliver effective instruction and create an environment that facilitates learning for their students
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Long Term Desired Outcome

To improve instruction resulting in an increase in student achievement and growth

Resources and Lead Contacts

- Title II Funds: \$3000
 - Administration: Perri Gipner and Sara Rasmussen
 - Curriculum Consultant: Amy Ward
 - Level 3 Cohort Members: TBD
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Timing and Customers

- Cohorts determined by teacher self-assessment and administrative input based on 1st semester feedback by 1/15/20
 - SSaCC days will be used to provide coaching and support for all cohorts. There will be four SSaCC days in 2nd semester: 1/31, 2/14, 3/6, 4/17.
 - Cohort Descriptions
 - Level 3 Cohort: Focus on authentic assessments that develop how students demonstrate mastery rather than what they will use to demonstrate mastery.
 - Level 2 Cohort: Focus on unwrapping targets and writing for multiple content areas
 - Level 1 Cohort: Focus on the why and how of effective learning targets
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Trainers' Responsibilities and Schedule

- Administration: Perri Gipner and Sara Rasmussen
 - Will monitor teacher fidelity, provide targeted feedback using rubrics, and provide coaching to cohorts on SSaCC days. Prior to the 3/6/20 SSaCC day teachers will re-assess their skills and coaches will determine if cohorts should be re-organized to provide focused support for the remaining two SSaCC days in 2020.
 - Curriculum Consultant: Amy Ward
 - Will attend two SSaCC days in person and one SSaCC day via ZOOM and divide her time between each cohort to provide intensive, small group coaching
 - Level 3 Cohort Members: TBD
 - Assigned a level 1 or 2 cohort member to collaborate on specific areas of improvement identified using the self-assessment and evaluations. Level 3 members will provide feedback using the learning target rubric and providing exemplars of unwrapping either in person or via video.
 - Targeted coaching will occur on four SSaCC days in 2nd semester as well as weekly during administrative walkthroughs and digitally between administrators, level 3 coaches, and the other cohorts
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Fidelity Data and Coaching

- Learning target fidelity data will be shared with all cohorts weekly via email.
- Second teacher self-assessment will take place by 3/2/20 to determine readiness for movement to a new level or the need for additional one on one coaching.
- List of Level 3 cohort members will be provided along with their planning time to ensure access to additional coaching. Level 1 and 2 cohort members will be encouraged to communicate with them in person or via email. There will also be time on SSaCC days for one on one access to Level 3 members .
- Fidelity walkthroughs and self-assessment which will be accessible to all cohorts on the shared Google Drive.

Recognition

- Teachers will be recognized for the efforts by using their work as exemplars for others.
- Teachers can earn a weekly ticket to earn a day off on 5/22/20 by meeting plan expectations

Learning Target Ticket to SUMMER Cohort 1

_____ you have received a Ticket to Freedom for the week of _____
because you...

submitted your learning targets for the following week by Wednesday at 8am for feedback
 you posted learning targets all week for one content area

Principals will provide feedback for your targets by 8am on Friday
Teachers have a chance to earn 13 Tickets to Summer

5 Tickets buys a check-out time on 5/22/20 of Noon and 10 Tickets buy a check-out time of 4pm on 5/21/20 with 5/22/20 off free and clear.

Learning Target Ticket to SUMMER Cohort 2 and 3

_____ you have received a Ticket to Freedom for the week of _____
because you...

submitted your learning targets for the following week by Wednesday at 8am for feedback
 you posted learning targets all week for all state assessed content areas or if not state assessed at least three subject areas
 you untagged learning targets with your students and brought them back all week for all state assessed content areas or if not state assessed at least three subject areas

Principals will provide feedback for your targets by 8am on Friday
Teachers have a chance to earn 13 Tickets to Summer

5 Tickets buys a check-out time on 5/22/20 of Noon and 10 tickets buy a check-out time of 4pm on 5/21/20 with 5/22/20 off free and clear.

Cohort Expectations

Cohort 1

- Submit learning targets for following week to Perri or Sara by 8am on Wednesday beginning 2/5/20
- Post learning targets all week in one content area

Cohort 2 & 3

- Submit learning targets for following week to Perri or Sara by 8am on Wednesday beginning 2/5/20
 - Post learning targets all week for all state assessed content areas or if not state assessed at least three subject areas
 - Unwrap learning targets with your students and brought them back all week for all state assessed content areas or if not state assessed at least three subject areas
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Communication

- Data will be made available monthly on board reports which are also posted on the district website and social media. School board meetings are held on the 3rd Tuesday of each month and the reports are published the following day.
 - Develop a "Current District Initiative" page on our website and provide information about learning targets by 2/3/20. The link will include the what, why, the plan for implementation, and exemplars.
 - Set district-wide standard that all personnel development and presentations contain a learning target to model and create efficacy by 1/31/20.
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MLT Oversight

- Provide fidelity walkthrough data and self-assessment data to the MLT for review on SSaCC days to provide recommendations for adjustment to the personnel development plan beginning on 1/31/20.
 - Personnel development evaluation based upon the adult learning principles by 1/30/20. This will be given to the attendees in digital format. Data will be collected and shared with the MLT for feedback and adjustments through 2nd semester.
 - The MLT will be provided the self-assessment data from 1/15/20 as a baseline and then data from the mid-year self-assessment from 3/2/20 at the March MLT meeting to assess the effectiveness of the training and coaching. Teachers will also take a end of year assessment on 4/17/20 and data will be provided to the MLT at the May 12th meeting for overall assessment of training and coaching efforts.
 - MLT will be provided a report at the May 12th meeting which includes data on fidelity of implementation.
 - Student assessment that is age appropriate and assesses the impact of learning targets on the individual student's learning, their engagement, and ability to self assess will be provided to all students by 1/15/20 to develop a baseline and again on 5/4/20.
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SUPERINTENDENT'S REPORT – JANARY 21, 2020

We will be hosting Ride The Rockies in Norwood on June 16 and 17. We have a board meeting on the night of the 16th so that should be interesting. We will have between 200 to 300 riders. It was supposed to be 1800 to 2000 but evidently some riders will splinter off and overnight in Telluride. I think it is wonderful that they are adding Norwood as a new host city. Our hotels are already booked and the campers will be staying at the school – camping inside and outside. The fairgrounds will be providing space for the beer truck, food vendors, etc. It is an opportunity for some of clubs to make some money also. I've met with the town, the chamber and fairgrounds and we are working to make this very successful. It will involve some expense to the school district but it should be beneficial to our community.

We have one of our foreign exchange students, Bara Svitakova, from the Czech Republic who has completed all her graduation requirements and is eligible to graduate with our students. We have done this in the past so unless there is an objection we will include her in our ceremony.