



*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**

**March 19, 2019**

**WORKSESSION**

The school board members held a work session from 6:30 p.m. until 7:00 p.m. All board members were present.

Topic: Healthy Kids Survey with Lauren Cikara

**I. CALL TO ORDER**

The regular meeting was called to order at 7:05 p.m. by school board president Mr. Morlang.

**A. Pledge of Allegiance**

The pledge of allegiance was said by those present.

**B. Request for Additional Items**

None.

**II. OPPORTUNITY FOR CITIZENS TO ADDRESS THE BOARD**

Mr. Morlang read the following statement:

Prior to opening the meeting for public comments, I want to say that the board will not hear any comments relating to student disciplinary matters in the open meeting. It is the board's judgment that nay such comments would be adverse to the students involved, and should be heard by the board in executive session pursuant to C.R.S. 24-6-402(4)(h). Similarly, the board will not hear any comments pertaining to staff members of the district in open session, and will hear such comments only in executive session pursuant to C.R.S. 24-6-402(4)(h). If any one wishes to make a comment involving the recent student discipline decision that the appeals committee made or personnel matters related to that decision, please raise your hand, and the board will entertain a vote to go into executive session right now for that purpose. Please note that the board will not make any decisions in executive session.

Mr. Ordean made a motion to go into executive session at 7:10 p.m. as per C.R.S. 24-6-402 (4) (h) to discuss a student matter. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried. Mr. Crews, Ms. Gipner, Mrs. Rasmussen, Ms. McCluer, Mr. Morlang, Mr. Ordean and Mr. Sanchez were in executive session.

Mr. & Mrs. Parrino and daughter went into executive session at 7:11 p.m. out at 7:20 p.m.

Mr. Shaw and daughter went into executive session at 7:21 p.m. and out at 7:30 p.m.

Ms. Barkemeyer and daughter went into executive session at 7:31 p.m. and out at 7:50 p.m.

Ms. Tzoc and daughter went into executive session at 7:51 p.m. and out at 8:00 p.m.

Mr. & Mrs. Joseph and daughter went into executive session at 8:02 p.m. out at 8:15 p.m.

Terry Snow went into executive session at 8:16 p.m. and out at 8:25 p.m.

The board and administration exited executive session at 8:45 p.m.

Mr. Morlang asked for a motion, none was given.

### **III. COMMUNITY REPORTS**

None

### **IV. STUDENT REPORTS**

None

### **V. STAFF REPORTS**

Ms. Metrick followed up with information on her 7<sup>th</sup> grade students. One third of the students are proficient in writing after four weeks of instruction. Ms. Metrick is hitting heavily on reading currently and using CommonLit.org to help with the process. CommonLit.org is similar to common core.

### **VI. CELEBRATIONS**

Nicole Bray reported we have students, Darcy Bray, Brycen Rummel, Ray Elder, Amber Bockrath and Colter Shumway nominated by teachers, to attend a leadership camp in Washington this summer.

A card was sent from Joyce Rakin congratulating the district and staff on their Accredited with Distinction Award.

Madisen Perkins participated in the Spelling Bee competition.

## **VII. APPROVE CONSENT ITEMS**

- A.** Approve February 19, 2019, Minutes.
- B.** Approve March 2019 General Fund bills

Mr. Ordean made a motion to approve consent items: **A.** February 19, 2019 Minutes. **B.** March 2019 General Fund Bills. Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

## **VIII. ACTION ITEMS**

None

## **IX. MISCELLANEOUS REPORTS**

**A. DAAC** –Continuing to work on UIP with areas of discussion in Middle School Science, Number Corners and Middle School Literacy being added to the UIP.

**B. UNBOCES** – None.

**C. WSCF** – Melissa Merrill reported the Strong Start Program is helping to pay for teacher stipends, playground repair and improvement of preschool programs. The Primetime did an Old Time Photo shoot for a fundraiser. Current problems in the building include the dishwasher, boiler problems and roof leaks. Mr. Dinsmore is working on the building.

**D. PTA** – Is now meeting quarterly. They support the refillable water fountain project being completed by the current 5<sup>th</sup> grade class. PTA supplied desserts for Parent/Teacher Conferences.

## **E. OTHER BOARD REPORTS**

There will be a FFA Banquet on April 7, at 6:00 at the community center.

## **X. NEW BUSINESS – 2019-2020 Calendar**

Discussion was had on the number of teacher and student days. Mr. Crews has requested feedback from staff.

## **XI. OLD BUSINESS**

### **Community Communications – Coffee with the Community**

There were several in attendance and discussion items were concerns over:

#### Activity Schedules

Use of the school facilities by community programs and conflicts with school activities and, how club programs use the facilities and do not adhere to the rules of inside out.

Concerns for student meals on Fridays

## **XII. ADMINISTRATION REPORTS**

### **A. Superintendent Report – See attached**

Discussion was held on how to have students come back to our school. Ideas, a dual immersion class or ask the parents for their thoughts and concerns.

### **B. Principal Report – See Attached**

Ms. Gipner reported the administration fed several families at parent teacher conferences.

MTSS Team is working hard and already thinking about 2019-2020 school year.

Mrs. Rasmussen reported she is working on a sustainable grant for ELG.

## **XIII. EXECUTIVE SESSION**

Mr. Ordean made a motion to remove executive session C.R.S. 24-6-402(4) (f) from the agenda. Seconded by Ms. McCluer. Roll call vote: “aye’s” 5, “no’s” 0. Motion Carried.

## **XIV. ADDITIONAL ACTION ITEMS – None**

## **XV. ADJOURNMENT**

Mr. Ordean made a motion to adjourn the meeting at 9:50 p.m. Seconded by Mr. Sanchez. Roll call vote: “aye’s” 5, “no’s” 0. Motion carried.

Respectfully submitted,

Susan Epright



## **March 2019 Superintendent Report**

**2019-2020 Calendar** Attached is a draft calendar. It is based on a four day week. The student hours and teacher work hours are similar to last year. We worked on moving most every Friday as a staff development day or scheduled off. I also took away two days at Thanksgiving and put them back on the calendar. II a, VI c

**HKCS** Lauren Cikara will be here at the worksession to provide an overview of Healthy Kids Survey. HKCS results addresses Bullying, Substance Use, Mental Health, Healthy Eating and Active Living

**Budget** We will bring a draft budget to the school board at the April meeting. I listened to the governor Saturday talk about funding full day kindergarten, it sounds pretty promising. He is still saying the State budget's priority is providing access to free, full-day kindergarten to every child in Colorado. That would be some revenue that we could rely on to perhaps increase staff pay. The full State budget is to be introduced in the Senate on March 25. The sooner we know what will happen at the State level, the sooner we can make some adjustments to our own budget. The big ticket item (keyless entry points for our campus) will be paid for through a grant that Ken wrote. VI a,b, VIII d

**Coaching changes** We will have to look for a new girls basketball coach for next year. We would like our previous coach to work on his classroom management and instructional techniques along with entering into an induction program. VIII b

**AD Change** Our athletic director will be stepping down at the end of the school year. I believe she was doing a great job and was continuing to improve, however, at this time she would rather spend time watching her daughter play. VIII b

**UIP Update** I met with our district accountability committee last Monday and we discussed the UIP and the action plans. We are working on adding two more action plans as well as, I still need to meet with Terry and Michelle to make sure we have included the gifted and talented in our plan. Currently our action plans include increasing numbers sense by ensuring that the numbers corner part of the bridges program is being implemented with fidelity. And the other is the implementation of a math interventionist for grades 3-5. This will help develop a tier two approach to meet the needs of some of

our students who are struggling in math. Based on the research we know putting an interventionist in place who will support all students in achieving success in mathematics through providing high quality whole class instruction, universal screening, targeted supplemental instruction, progress monitoring, intensive instruction, and more progress monitoring will lead to student improvement in math concepts and assessments. ll b

**Norwood School District Daily Schedule and Contact Time**

**Start Time 7:40a**

**End Time 3:45p**

**Total Instructional Time 447**

**August 19, 2019-May 28, 2020**

**150 Days x 447 = 67050**

**67050/60=1117.5**

**1117.5 hours of instructional time**

**Teacher Contract Time**

**168 days @ 8.5 hours**

**7:30am-4pm**

**2019-2020 Norwood School District Calendar**

**REGULAR Schedule**

<b>1st Hour</b>	<b>7:45-8:45</b>	<b>60 minutes</b>
<b>2nd Hour</b>	<b>8:52-9:52</b>	<b>60 minutes</b>
<b>3rd Hour</b>	<b>9:55-10:55</b>	<b>60 minutes</b>
<b>4th Hour</b>	<b>10:58-11:58</b>	<b>60 minutes</b>
<b>Lunch</b>	<b>11:58-12:36</b>	<b>38 minutes</b>
<b>5th Hour</b>	<b>12:39-1:39</b>	<b>60 minutes</b>
<b>6th Hour</b>	<b>1:42-2:42</b>	<b>60 minutes</b>
<b>7th Hour</b>	<b>2:45-3:45</b>	<b>60 minutes</b>

**447 minutes of instructional time**

# 2019-2020 Norwood School District Calendar

Scheduled Contract Days (Fridays) TBD (13 Days need to be identified and taken from the red days)  
Staff/Rtl Meetings TBD

August 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August (8 Student Days/13 Teacher Days)  
8 Infinite Campus Staff Training  
12,13,14, 15 Teachers and Paraprofessionals Return  
19 Students Return

September 2019

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September (17 Student Days/\_\_\_ Teacher Days)  
2 Labor Day (No School)

October 2019

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5		
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October (20 Student Days/\_\_\_ Teacher Days)  
17 End of 1st Quarter  
11 - TBD Homecoming Day, Grades 6-12 ONLY

November 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

November (14 Student Days/\_\_\_ Teacher Days)  
27-29 Fall Break

December 2019

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December (12 Student Days/\_\_\_ Teacher Days)  
17-19 Finals (Early Release)  
20 Holiday Break

January 2020

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January (16 Student Days/\_\_\_ Teacher Days)  
3 Holiday Break

February 2020

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

February (16 Student Days/\_\_\_ Teacher Days)

March 2020

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March (16 Student Days/\_\_\_ Teacher Days)  
12 End of 3rd Quarter  
30-2 Spring Break

April 2020

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April (16 Student Days/\_\_\_ Teacher Days)

May 2020

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May (15 Student Days/\_\_\_ Teacher Days)  
26-28 Finals Week, Grades 6-11 (early release)  
28 Last Day of School  
29 Staff Workday



Last Edited 3/20/2019



**Norwood Public Schools Board of Education**  
**Principals Report**  
**3-19-19**

**Respectfully Submitted by Perri Gipner and Sara Rasmussen**

<b>Behavior</b>
<p>Our staff is well on their way of achieving the MTSS acknowledgement goal that 100 percent of certified staff will acknowledge at least three students by giving blue tickets or MavUp cards recognizing the school-wide expectations, Respect - Responsibility - Readiness - Safety.</p>
<b>Communication</b>
<p>The MLT (Multi-Tiered Systems of Support Leadership Team) has been hard at work the past few years learning implementation science and the problem-solving process to help drive decision making for our district. The team is restructuring for next year into an MLT and PLT (Positive Behavior Interventions and Supports - PBIS - Leadership Team). We are opening up team membership to all staff to continue to build capacity. Our last MLT meeting of this year is in May during which we will welcome our new team members!</p> <p><b>Parent/Teacher Conferences:</b> Elementary teachers met with parents the week of March 11th. The secondary teachers met with parents on March 13th and 14th. The administrative team provided free dinner for teachers and conference attendees and the PTA provided desserts.</p>
<b>Personnel Development</b>
<p>On February 28th, Amy Ward, our curriculum coach, modeled learning walks for Perri and Sara. The learning walks are intended as personnel development for the principals to improve their feedback to teachers during their walk-throughs. This was also a way for them to get training on what learning walks look like and how they can implement them next year with the staff.</p> <p>On March 1, Amy Ward, our curriculum coach worked with all certified staff on their learning targets. The first part of the day was to refresh teachers on the “why” behind learning targets. Teachers then worked in groups of 3-4 to go over their most recent learning targets and discussed how to assess the learning targets they use.</p> <p><b>Check-In/Check-Out (CICO) Facilitation:</b> Perri completed a training on the Tier II intervention, Check-In/Check-Out. This enables the district to utilize this portion of our SWIS (School Wide Information System) platform for this intervention which is a low cost, high yield behavior and academic intervention that increases positive adult feedback for desired behaviors throughout the day to help students build more structure in their day.</p>

**Infinite Campus Initiative:** The rollout of Infinite Campus (IC) is in progress with Ken Lawrence and Diane Muniz working closely with the team. Trainings have begun and data entry began on Monday (March 18th). Coleen Joseph will be helping with the data entry as she is well-versed in the program. This will enable Rick Williams to begin his work after spring break. The training schedule is intensive and we tremendously appreciate the dedication of the staff to constantly improve systems within our district.

**Postsecondary Workforce Readiness Symposium:** Rick Williams attended this in Durango on 1 March sponsored by CDE. The symposium focused the training on the state graduation guidelines that will come into effect for the class of 2021. While at the training, we discussed the new graduation guidelines including the state's specific guidance regarding the Capstone requirements. Rick briefed Dave and Perri regarding his ideas for a potential Capstone requirement for our district, and plan to start working on this requirement next fall.

#### Time

**Early Literacy Grant:** Amy V. will be back on March 18th to work with Sara and Sheri on plans for next year, as the grant will be ending. Plans on how to provide continued coaching and ideas for a smooth transition will be discussed.

#### Four-Day School Week

**Friday Intervention:** Elementary and secondary student Friday intervention will continue throughout the remainder of the year. Both programs are maintaining consistent enrollment. These interventions would not be possible without the dedication of Kelly Sutherlin and Ashley Sutherlin who manage the elementary students, Dave Crews who spearheads the secondary student intervention, Andrya Brantingham and Gwen Lane who have made transportation possible, and Leslie Stropko and crew for providing breakfast and lunch to the elementary students.

#### Other Important Information

**Update from Rick Williams:** 16 seniors have been accepted to 57 colleges and postsecondary educational institutions throughout the US and have earned \$1,452,000.00 in scholarships and grants thus far.

Rick will be taking interested sophomores and juniors to Technical College of the Rockies (TCR) for a college visit on the 18th of March. Students will shadow in the following departments that they picked for half a day; Automotive, Cosmetology, Autocad, Certified Nurse Assistant.

#### TCR Partnership Update;

- Zoey Truelock has her Certified Nurse Assistant License.
- Sisily Huebner has her Early Childhood Education Certificate.
- James Franklin has completed the Certified Nurse Assistant program and is taking his national license exam this month.
- Shelby Stamm is working on her Certified Nurse Assistant class this semester.
- Lilli Parrino is working on her Early Childhood Education classes this semester.

**Shout Out from Gwen Lane:** I would like to let all know our HS wrestlers and coaches were great this past season. Great attitudes, always prompt to leave, pleasant in all conditions, and just a great group of young men! Also, I would like to thank the Administration for allowing me the privilege to once again be the 2A announcer at State this year.

**5th Grade Recycling Initiative:** See attached report from the 5th Grade

Hello, this is the 5th grade recycling committee which has 7 members. This script is to inform you about what we have done so far and our plans for the future.

The committee is picking up recycling every month.



They take it to the transfer station, every three weeks, or as needed. (Thanks for letting us use the school vehicle.) We are raising money for a refillable water bottle station. There is a Yankee Candle and dessert fundraiser that is going out to the elementary school kids. You can buy water bottles that have the school's logo and US bank logo on them for \$5, if you

see any of these kids around the school, they can sell you one.

