

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in work session pursuant to the laws and rules of said Board at the James L. Robinson Administrative Center, 1002 West First Street, Cedar Falls, Iowa, at 9:00 a.m. The meeting was called to order by the President and the roll being called there were present Deon Senchina in the chair, and the following named Directors: James Kenyon, Jim Brown, David Williams, Susan Lantz and Jenny Leeper. Others in attendance were: Pam Zeigler, Director of Elementary Education, Dan Conrad, Director of Secondary Education, Dr. Adrian Talbot, Director of Human Resources, and Douglas Nefzger, Board Secretary. Administrators in attendance: Matt Brummond, Bill Boevers, Jason Wedgbury, Cinde Haskins, Kim Cross, Jon Wiebers, Tara Estep, Rich Powers, Troy Becker, Gary Koenen, Deb Beving, Dana Deines, and Jen Hartman. Also in attendance was Dr. Andrew Pattee (incoming superintendent).

President Senchina thanked everyone for attending.

Mr. Conrad reviewed the purpose of the meeting and goals from the last school year.

The team of Mr. Conrad and Ms. Zeigler reviewed the big ideas of Professional Learning Communities (PLC's), which include focus on learning, collaborative culture and focus on results.

The team reviewed the following four critical questions of a PLC:

1. What do we want students to learn?
2. How will we know students are learning?
3. How will we respond when students do not learn?
4. How will we respond when they do learn?

The team reviewed 2012-13 school year reading goals based on NSF test scores. The goal was established to gain 125% of NSF growth from 3rd grade to 11th grade. The District met the goal on 4 of the 9 grade levels. The results are based on one cohort group. In math, the District met goals in 7 of the 9 grade levels. In science the goal is 110% of average growth and the District met goals in 4 of the 9 grade levels.

The team reviewed the No Child Left Behind proficiency projections for Iowa including:

- Achievement data in reading, math and science for grades 3 through 11 for school years 2008-2009 through 2012-13.
- 2013-14 Reading goals: Percent of students proficient and advanced at each grade level will increase by 5% as measured by the Iowa assessment reading subtest administered in the spring of 2014.
- 2013-14 Math goal: Percent of students proficient and advanced at each grade level will increase by 5% as measured by the Iowa assessment math subtest administered in the spring in 2014.
- 2013-14 Science goal: Percent of students proficient and advanced at each grade level will increase by 5% as measured by the Iowa assessment science subtest administered in the spring of 2014.

Individual school building presentations:

Principal Matt Brummond reviewed the following for Southdale Elementary:

1. Increase of 30 students
2. Curriculum development
3. PLC work
4. Leader in Me activities
5. Service projects students have participated in
6. Southdale construction project
7. Instructional Practices Inventory (IPI) goals for 2012-2013
8. 2012-2013 Iowa Assessment data
9. 2013-2014 SMART goals

Principal Jen Hartman reviewed the following for North Cedar Elementary:

1. SMART goals for 2012-13 school year.
2. Student achievement in both areas of most growth and least growth.
3. SMART goals for 2013-2014 in reading and mathematics
4. 2013-2014 Professional Learning Communities PLC goals
5. North Cedar Elementary goal of meeting "Leader in Me Lighthouse" status by May 2014

Principal Jason Wedgbury reviewed the following for Peet Junior High:

1. Goal for Peet Junior High is to become a model professional learning community
2. Grading guidelines and grades are an accurate reflection of student learning, including the guiding principles of grading.
3. History of grades at Peet Junior High by quarter for years 2010-2011, 2011-2012 and 2012-2013. Set a maximum goal of students who would receive a D or F by quarter.
4. Behavior data (tardy to school) and suspension data between 2011-2012 and 2012-2013 school years.

Principal Deb Beving reviewed the following for Lincoln Elementary:

1. Many new students to start the school year: Total of 542 students with 1/3 being new to Lincoln Elementary
2. Began Leader in Me training
3. New partnership with University of Northern Iowa
4. Additional connection to community activities that took place
5. Reviewed SMART goals set during 2012-13 school year
6. Will continue to focus on reading for the 2013-14 school year

Principal Tara Estep reviewed the following for Hansen Elementary:

1. Described construction work taking place at Hansen and stated that it did not have a negative impact on student achievement and culture within the Hansen Elementary School.
2. Reviewed Professional Learning Community and achievement of SMART goals for 2012-2013 school year
3. Reviewed Professional Learning Community and achievement of SMART goals for 2013-2014 school year

Assistant Principal Bill Boevers reviewed the following for Holmes Junior High:

1. Reviewed reading comprehension, math and science proficiency goals for 2012-2013 and compared actual growth vs. targeted growth.
2. Reviewed student responsibility goals (D & F grades, morning assistance, summer school attendance required to advance to the next grade)
3. Reviewed achievement opportunities for students outside of the school day
4. Reviewed building goals for 2013-2014

Principal Jon Weibers reviewed the following for Cedar Heights Elementary:

1. Reviewed PLC SMART goal for 2012-2013 school year
2. Reviewed Math goals by grade level for 2012-2013 school year
3. Reviewed IPI building goal for 2012-2013
4. Cedar Heights Elementary will work on common formative assessment and reading goals for 2013-2014 school year.

Principal Kim Cross reviewed the following for Orchard Hill Elementary:

1. Reviewed math, special area and reading SMART goals for 2012-2013 school year
2. Reviewed PLC goals for 2013-2014 school year
3. Reviewed enrollment projections and the addition of portable classrooms for 2013-2014 school year
4. ELL students will now attend home elementary schools instead of all attending Orchard Hill Elementary for 2013-2014 school year.

Principal Rich Powers reviewed the following for the High School:

1. Reviewed curriculum course scope and sequence alignment during the 2012-2013 school year
2. Minimum of 4 common formative assessments (CFA) during the school year
3. Reviewed and discussed 2012-2013 PLC work taking place at the High School
4. Reviewed and discussed 2012-2013 IPI goals
5. Reviewed student intervention support for 2012-2013 school year
6. Reviewed Authentic Intellectual Work (AIW) goal for 2012-2013 school year.
7. Reviewed test scores in math, reading and science for 10th and 11th grades

Board member Susan Lantz distributed School Improvement Advisory Committee (SIAC) information and recommendations. The SIAC committee consists of 106 members of the community, appointed by the Board of Education to make recommendations to the Board of Education regarding progress achieved with annual improvement goals for the state indicators that address reading, mathematics and science, progress achieved with other locally determined indicators and annual improvement goals for the state indicators that address reading, mathematics and science.

It was noted that the following recommendations have not been agreed upon by the consensus of the SIAC committee. Some of the recommendations stated below were generated by small group table discussions at the May 16, 2013 SIAC meeting.

Reading Area Recommendations:

- Support Reading Recovery.
- Continue the Summer Reading for grades 1-3.
- Expand the reading interventions to include before, after, and during reading supports.
- Implement common formative and summative assessments in reading.
- Implement CIM (Comprehensive Intervention Model) strategies.
- Consider providing school transportation for summer school, allowing schools to have longer summer school days and increase participation.

Mathematics Area Recommendations:

- Continue with the adoption of a new math curriculum.
- Explore and develop math application through the robotic program and virtual reality educational pathfinders (VREP).
- Implement common formative and summative assessments in mathematics.

Science Area Recommendations:

- Develop and expand a Science, Technology, Engineering and Mathematics (STEM) program.
- Expand Project Lead the Way and Gateway Programs.
- Support and expand the Lego Robotic Program.
- Research science inquiry (hands-on science) PK-12.
- Implement common formative and summative assessments in science.

Other Individual/ Small Group Recommendations:

- Expand intervention/enrichment time during the day to assist students.
- Expand the ECHOES program.
- Develop a comprehensive K-12 bullying/harassment curriculum.
- Provide professional development for all teachers in English as a second language.
- Update and expand technology infrastructure.
- Fully implements the Leader in Me program PK-12.
- Offer preschool in every elementary school.
- Adopt a 300:1 ratio for school counselors.
- Maintain a minimum of one full-time art teacher in each elementary school.
- Develop a district technology plan.
- Implement career academies for high school students.

After distribution and submittal of the SIAC committee recommendations, retreat attendees broke into five small groups to review SIAC recommendations and all other information shared during the meeting. Comments shared by the five groups included:

1. Concern about reading test scores and progress throughout the District.
2. Enjoyed hearing about activities and processes in all school buildings.
3. Recognition of increase rigor in building goals and PLC activity.
4. Possibly considering holding a Board retreat twice a year instead of annually.
5. Enjoyed cultural goal discussion as well as data goal information.

Adjournment

Director Kenyon moved and Director Lantz seconded the motion to adjourn. Directors voting in favor of the motion: Leeper, Kenyon, Brown, Lantz, Williams and Senchina. Those voting "no" none. Motion carried. Meeting adjourned at 12:20 p.m.

Secretary

President