

**District Planning Team (DPT) Meeting Minutes  
October 12, 2017  
8:10-10:55**

**Committee Members Present:**

Maureen Alger – 9<sup>th</sup>-12<sup>th</sup> Guidance Counselor – Unable to Attend  
Donna Barber – High School US History/Economics  
Lisa Burbidge – 3<sup>rd</sup> Grade Teacher – Unable to Attend  
Shannon Forrest – DFA President/MS Social Studies Teacher  
Lisa Garofalo – Director of Special Education  
Meghan Morgan Special Education Teacher  
Kimberly O'Brien – K-5 Principal/ Curriculum Development  
Teri Paddock – Recorder/Middle School/High School Secretary  
Parent Representative - Dan Degear – Unable to Attend; Brandi Compton – Unable to attend; Tom Moade  
Amy Prince – 7<sup>th</sup>/8<sup>th</sup> Grade Math Teacher  
Sally Stack Feinberg – Facilitator/ High School Principal  
Lisa Stearns – Fine Arts  
Chuck Walters – Superintendent of Schools

**Reviewed and approved the minutes from the June 20, 2017 meeting.**

**Review DPT Purpose**

- Dr. Feinberg presented a Power Point which highlighted key components of the District Planning Team (DPT) purpose

**Strategic Plan Reports and Next Steps****ELA**

- Many members have attended an ELA Regional Group
- We are discussing and planning how to share this information
- Have moved on to a Writing Handbook and are using the same rubrics
- Leadership groups will be helpful to learn what other districts are doing

**College & Career Readiness**

- We are working on how to access the 5 C's
- Will put a survey out to teachers to gather information on what they do at their level
- We need to know what we do and what do we need to do
- More specifics are needed

**Social/Emotional**

- The agendas now have the Character Education Rubrics that were created printed in them
- The Posters are up in the building
- The group is at a standstill at this time
- The group is short on the number of members
- The PBIS model is being adopted by this SPW group
- We will attend a training
- DASA meetings will begin in October
- Our new Middle School Guidance Counselor is ready to present

- The Elementary has already been introduced to the PBIS model
- Teach pieces could be involved through Rocket News or assemblies
- Teachers would model behaviors

### Student Engagement

- Last year the group attended a Professional Development and will be able to attend again this year
- During the half day in January there will be 2 presenters – one for MS/HS and one for Elementary (Patrick Shaw)
- We are researching things that encourage student engagement
- Also looking into what works for other rural schools
- Our group is short on the number of members

### Home/School/Community

- We are completing a Brochure to hand out to school volunteers
- Will be looking at the new website to update contact information
- Would like to create different groups on the website such as PTO, etc.

### Math

- **We are shifting to work from the Math Leadership**
- **7<sup>th</sup> grade is about finished**

### Code of Conduct – Proposed Dress Code Changes

- Gender issues in the dress code were brought to the Administrator’s attention via an anonymous e-mail
- The Code was reviewed by the District Lawyers and they proposed some changes in phrasing/language
- DPT agreed to the proposed changes with two additional changes:
  - Removal of the statement “Garments that do not meet dress code may not be covered (e.g. by coats, shawls, sweaters) – this statement was contradictory to a previous statement in the Dress Code
  - The picture depicting fashion that is unacceptable will be removed
- The updated proposed changes will be presented at the October Faculty meeting
- If approved, the changes will go before the Board of Education at the November BOE meeting

### Professional Development Survey Results and Next Steps

#### Reading and Writing

- We have adopted WONDERS
- Middle School and High School are using 6+1 Traits of Writing
- Reading – using SRI and AIMS Web for data for grades 6-12
- Also using AIMS Web for Math
- Elementary uses AIMS Web and Fountas and Pinnell
- Reading/Writing – all staff should be brought up to date and decide what specific PD should be offered
- The ELA group will report at the MS/HS Faculty meeting
- Elementary – AIMS Web Plus testing will begin next week with 3 benchmark periods (September, January and May)
- At the 6-8 grade level, Becky Prentice worked very hard completing AIMS Web testing with them
- This is great data for RTI meetings

#### Technology

- Zach has been contacted
- Could do Technology training on half PD days

- Pete Camp has shared the Grading App that he is using
- We need to be preparing students for college
- Some are using their phones for their school work

**Early/Appropriate Interventions**

- Much more structured now
- Behavior/Social/Emotional should be included
- We should have plans in place for students going through trauma
- Looking for appropriate interventions

Discussion took place regarding specific PD trainings and what areas are most important.

- Possible technology training on 11/9/17 for MS/HS
- PBIS training is in the works for K-12
- We have an opportunity to send 6 staff members to Marcellus to hear Will Richardson present on 11/7/17
- There will be other districts there
- It would be a full day presentation
- Faculty will be asked if they are interested in going at the next Faculty meeting

**DASA/Character Education**

- DASA meetings will begin in October
- Melanie, MS Guidance Counselor, is prepared to begin and is excited
- Character Education at the Elementary level hasn't really changed
- An Elementary school pledge has been written and is on the announcements every day

**APPR Updates**

- 1 of 10% of districts are going through a review, DeRuyter is one of them
- There is a discrepancy between State Teacher growth scores and the scores the district is reporting
- Another reason is Teacher Improvement Plans – since we have none, we were chosen
- State growth scores can't be used but are provided for data
- Kim explained all the information that needed to be provided
- All the information was sent last week

**RTI Meetings**

- Meetings have started in MS/HS
- Elementary has not yet completed benchmark testing
- Sally and Amanda will attend team meetings to explain the RTI process and results

**Capitol Project**

- At the Board meeting on 10/12/17, an updated plan was presented to the Board
- At the 11/8/17 meeting the Board will narrow down a final scope
- We are still collecting data and aren't sure about the scope or final cost of the project
- The Board of Education has not made a decision yet
- We need to make our school a place people want their children to come to and get rid of the negativity regarding closing, merging, etc.)

**Safety Committee**

- Concern with lock downs and staff having to open the classroom doors to lock them, putting them in possible harm's way
- We were able to purchase at a reduced cost 27 locks that can be locked from the inside of the room
- They will be installed on the first floor doors

**Technology**

- Zach is not here today
- With the Smart Schools Bond Act, grades 2-10 will receive Chromebooks and grades 11-12 will receive laptops
- The State only meets twice a year for approvals which adds a great deal of time before approval is received by the district
- The next application submitted will be for a wireless infrastructure

**The next DPT meeting will be held in the Conference Room on November 30, 2017.**