

**District Planning Team (DPT) Meeting Minutes
November 30, 2017
8:10-10:55**

Committee Members Present:

Maureen Alger – 9th-12th Guidance Counselor

Donna Barber – High School US History/Economics

Lisa Burbidge – 3rd Grade Teacher

Shannon Forrest – DFA President/MS Social Studies Teacher

Lisa Garofalo – Director of Special Education

Meghan Morgan Special Education Teacher

Kimberly O'Brien – Pre-K-5 Principal/ Curriculum Development

Parent Representative - Dan Degear; Brandi Compton; Tom Moade – All Unable to Attend

Amy Prince – 7th/8th Grade Math Teacher

Sally Stack Feinberg – Facilitator/ High School Principal

Lisa Stearns – Fine Arts

Chuck Walters – Superintendent of Schools – Unable to Attend

Minutes from the October 12, 2017 meeting were reviewed and approved.

Strategic Plan Reports and Next Steps**ELA**

- Elementary is reviewing the writing portion of the Wonder Traits alignment
- The 6-12 Writing Handbook is making progress

College & Career Readiness

- Continue to work on how to access the 5C's through a survey
- Need to determine what Professional Development is needed

Social/Emotional

- Tracy James from BOCES has attended the last two SPW meetings to discuss Positive Behavior Intervention and Supports (PBIS)
- She will attend the December 18, 2017 Faculty Meeting to discuss PBIS
- It is ideal to train in the winter
- May form a PBIS Committee

Student Engagement

- We are researching clubs, etc. at other rural schools to see what they have
- Will move forward with recommendations
- Kim and Sally will stop in at the next meeting to answer questions the team has

Home/School/Community

- We are finishing the brochure for volunteers and will work on a Power Point presentation

Math

- In December we will work on Math Leadership
- The 9th grade Algebra vocabulary is set
- We will move on to the Geometry vocabulary
- Things are moving along quickly

Code of Conduct - Update

- A letter was sent to 6-12 parents with the approved Dress Code changes
- It was noted that in the Tardiness to School section of the Code of Conduct, being absent was not included in the consequences of 3 tardies

Future Professional Development

- Last year the Student Engagement SPW group was able to attend a training for strategies, engaging teaching to use in the classroom
- At the January 12, 2017 PD day, 2 BOCES trainers will be coming to present to the Elementary and MS/HS
- Technology PDs have been held with TAs and Teachers
- A group of teachers were able to attend a conference with Will Richardson
- These staff members will do an activity with staff in January
- There is a lot of Professional Development going on in the building
- It was noted that teachers would like more Teacher Web Page Training
- Many are not comfortable learning it on their own without guidance from Mr. Miller or Mrs. Haws
- The Special Education Department are attending Professional Development focused on quality IEPs and writing goals
- TAs have been provided Professional Development in Technology and a cutting presentation
- They will also attend PDs on best practices with managing students
- In January there will be a BOCES training on avoiding power struggles with students
- There will also be Test Accommodation training as some test accommodations have changed

Professional Development Time in Schedule

- Early release was an option discussed in the past
- We are looking for ideas
- Scheduled delays are used in other districts
- How often would we use PD time in the schedule
- With a 2-hour delay, periods 5A and 5B are unable to meet (Chorus and Band)
- We will look into creating a 2-hour delay that provides 2 lunch periods for secondary students
- Use of an "Activity Period" instead of students leaving early or coming in late was discussed
- It was noted that Special Education service times need to be considered
- We will need to research how other school districts plan professional development time into their schedules

DASA/Character Education

- Elementary Character Education - Friday will begin "Patience"
- There will be posters in the hallway
- The TAs are planning to use tablecloths in the cafeteria along with decorations for a holiday lunch with students
- They will be creating a tree with the theme "Who lights up your life"

- **DASA - 6-12 is progressing**
- **The students (Seniors) are more engaged and providing ideas**
- **The Seniors have stepped up and are vested in this**
- **They are brainstorming ideas and debriefed themselves after today's DASA meeting**
- **DASA meeting dates will be the Tuesday after each Faculty meeting if there are no changes to the proposed topic**

APPR Updates

- **There has been no word from the state regarding the Audit**
- **The Efficiency Study recommendations will be presented at the January Board meeting**

RTI Meetings

- **On December 14th there will be MS/HS follow-up meetings reviewing secondary students and new referrals**
- **There are a few glitches to work out**

Capitol Project - Nothing to report

Safety Committee

- **We are required to conduct two lockdown drills (Code Red) in December prior to Christmas break**

Technology

- **We received word that the Chromebooks have been approved and we can now order them**
- **There are many questions regarding location of the Chromebooks (e.g. will students take them home, etc.)**
- **Much discussion is still needed**
- **Staff should forward any questions to their Administrator**

Other

- **There are teacher concerns with the new ink & printer program**
- **The turn-around time is long which leads to no printing abilities in the classroom**
- **When the cartridges do arrive, quite often they do not fit in the printer (some printers do not take generic cartridges)**
- **Student Council will begin their "DCS Donates December" on Friday**
- **There will be a wooden tree in the front foyer to display all the donations students have collected**

The next DPT meeting will be held in the Conference Room on January 11, 2018.