

CHARTIERS VALLEY SCHOOL DISTRICT

**MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF SCHOOL DIRECTORS**

ADMINISTRATIVE OFFICES/DISTRICT ASSEMBLY ROOM

October 24, 2017

1.0 Meeting Opening

A. Call to Order

The Regular Meeting of the Charters Valley Board of School Directors was called to order at 6:40 p.m. by Mr. Mazzarini in the District Assembly Room.

B. Pledge of Allegiance

C. Roll Call

Present

Mr. Tony Mazzarini, President
Mrs. Alka Patel, Vice President
Mr. Jeff Choura
Mr. Eric Kraemer
Mr. Mark Kuczinski
Mr. Robert Kearney
Mrs. Julie Murphy
(Via Phone)
Mrs. Sandy Zeleznik

Also Present

Mr. Scott Seltzer, Interim Superintendent
Mr. Don Palmer, Solicitor
Dr. Jillian Bichsel, Director of Secondary
Education

D. Recognitions

Senior Will Phifer was recognized for achieving Commended status in the 2018 National Merit Scholarship program. Will was among the top five percent of more than 1.8 million students who took the PSAT in 2016.

E. Public Comments

Mrs. Comis talked about the board and community engagement, stating that she had sent an email out to all the board members concerning two events for the girls soccer team and didn't receive a response from any of the board members. She felt that if she was reaching out and community engagement was one of the boards goals that someone from the board should have at least responded to her email.

Mr. Mazzarini said that he could only speak for himself, but he remembered reading the email and checking his schedule, but forgot to get back to her. As board members, we try to engage in as many activities as we can, but it doesn't always work, but when someone reaches out, there should be some response.

2.0 Superintendent's Reports/Presentations

2.1 Presentation – Athletic Website

Ms. Potthoff said that every year they look at things that they can do better. At the top of that list is communication. We have a lot of things going on every day and we have great kids. How can we celebrate our kids, promote our kids and get the communication out? VNN would allow us to send updates and photos of all of our events in real time and tell our story. There is a \$1500.00 initial fee, but with the advertising we will be getting money back.

Mr. Heibert from VNN explained that he would go out on behalf of the school to secure advertisers. There will be a minimum of 10% and a maximum of 25% revenue for the school. He said that the site would be linked up to the schools website and it will be a blank canvas.

Mrs. Zeleznik was concerned that the website could just be bookmarked, causing less traffic on our web page.

Mr. Mazzarini said that we track the number of hits on our site and that this could be implemented and checked on again in a year.

Mrs. Patel asked about the coaches being able to submit scores and pictures to the site, and who approves the content.

Ms. Potthoff said that everything would go through her prior to being posted.

Mr. Heibert clarified that if the coaches use the app, the information will be posted directly to the site, and directly to our social media accounts.

Mr. Mazzarini asked who controlled who advertises on the site.

Mr. Heibert stated that he would be meeting with Ms. Potthoff and anyone else that wanted to join to discuss who he would be targeting and if there was anyone that the district did not want him to reach out to.

2.2 PSSA Presentation: Dr. Jillian Bichsel and Ms. Julie Hopp.

Ms. Hopp discussed the math data from the Intermediate School, addressing concerns of the drops between 3rd and 4th grade. The way that we are approaching it, is looking at curriculum, instruction adjusting pacing, and teaching strategies, stating that 3rd grade is usually a baseline and the 4th grade testing is a more rigorous test. She said that this approach started prior to her coming to the building and that she was very impressed with the staff and the curriculum leaders looking at the areas of need and adjusting accordingly.

Ms. Hopp discussed the ELA data stating that there were some nice increases with a slight dip in 5th grade. One of the processes that we're using with our data meetings is looking at multiple sets of data and we're cross referencing to see how they are doing. Is it the same, is it different and why.

Mr. Mazzarini asked Dr. Bichsel about the efforts made in this area.

Dr. Bichsel said that we looked at our assessments to see how they aligned with the standards. In working with the IFL, we've become a lot more aware of how to take what's in a standard and make it come alive in a classroom. We are not perfect and we have work to do, but the professional learning that has gone on has been really powerful and we're beginning to see some gains. I have every faith in this group.

Dr. Bichsel talked about the dip in science for the eighth grade. There is a downward trend in the state as well, we're not alone in this. We had a new teacher teaching 8th grade science this year and they're just learning the curriculum. Sue Marino the curriculum leader is working with 6th, 7th and 8th grade teachers to figure out what needs to be shifted. It is a process, but we're engaged in the process.

Mr. Seltzer said that they are also looking into other departments for help in this area including technology.

Dr. Bichsel talked about MS ELA, stating that there were some nice growths in 6th and 7th grade and a little dip in 8th. That trend is not the same as the state growth, the teachers are aware of this and we know it is something we have to figure out.

For MS Math, we are above state average, that's huge compared to last year. It's been a lot of hard work for the teachers and administrators, but they have embraced that work and are still embracing that work. I think it's very powerful. For the Keystone Algebra 1, comparing the 2015, 2016 and 2017, you're seeing some really nice growth.

The Keystones for the HS in Algebra, Biology and Literature, there is a little dip, but I don't think it's anything to be concerned about and it is also following state trend. The AP Data speaks to the amount of college content the students are being exposed to over the course of the year.

Ms. Hopp talked about how we are working to improve student achievement. First, we are improving our multi-tiered systems of support and intervention, looking at social and emotional burden. The K-12 piece is assessment data analysis and we are looking at data in many different ways by looking at what our kids know and how can we add value to that. At the elementary level, reconfiguration of reading support, alignment of support services, individual student plans written for students below benchmark, monitor and adjust as necessary, coordination of instruction among ESL classroom teachers and reading support and to continue to work on social/emotional learning continuum and supports. This pattern reoccurs year after year.

Dr. Bichsel talked about improving student achievement at the secondary level. The MS is using Math Plus, reading support, and intervention & enrichment time. In the HS, Keystone Algebra elective was added in 2017 and we're recommending making it a requirement for 2018. We have classroom diagnostic tools, AP Mock exams and AP tutoring. In grades 6-12 we have the Student Assistance Program, a reconfiguration of academic and behavioral/mental health support and K-8, coordination of instruction among ESL classroom teachers and reading support. We are really trying to reach the kids and engage them in many ways along with giving them the support they need.

Ms. Hopp talked about continuing to revamp the curriculum to be aligned to PA Core standards and ensuring that the teachers are teaching the set curriculum. Developing ELA modules for grades K-5 and developing pacing guides as needed. Learning from experts such as IFL, NMSI, AIU and other sources and to provide time to teachers for this work.

Dr. Bichsel discussed instruction. One of the biggest pieces is our shift in instructional deliveries, how we are delivering the content. Continuing with professional development, develop units of instruction that mimic IFL or NMSI to increase rigor, text complexity and writing instruction. We need to continue using new materials and collaborating within departments to ensure consistency with areas of focus in small group instruction, metacognition, stamina and writing.

We will review our assessment questions to determine the level of rigor and alignment to standards and revise assessments as necessary. Develop common assessments as necessary and review and analyze common assessment results. Finally we will compare this to standardized assessments and adjust accordingly.

Mr. Seltzer said that we have to be fundamentally sound across the board and then we want our athletes to make plays. Our athletes are our educators, and our educators came here tonight because they care about our kids and the product they put out there. They saw the scores, they're not happy with the scores. We have to give them the supports that they need because we are changing, our students are changing, our classrooms are changing and they're willing to change and making great efforts to do what they need to do to get the job done. They are making that leap and we have to give them the support that they need to carry this through.

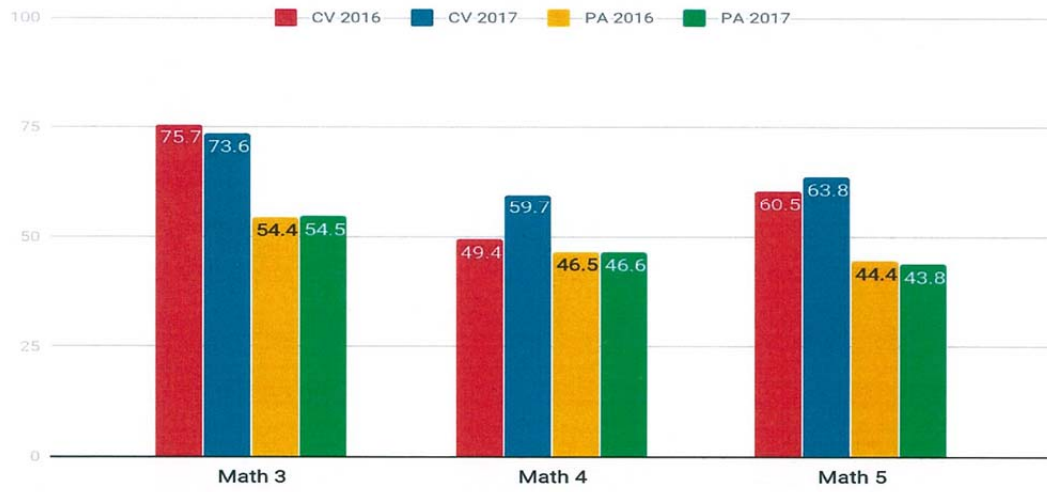
The board thanked Dr. Bichsel and Ms. Hopp for all the hard work.

Chartiers Valley Assessment Data Report for 2016-17

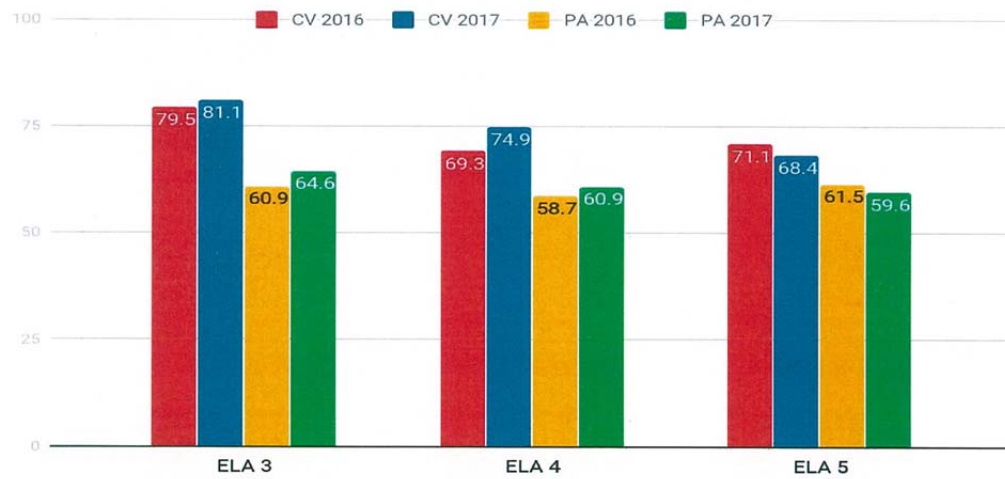
October 2017
by Dr. Bichsel and Ms. Hopp

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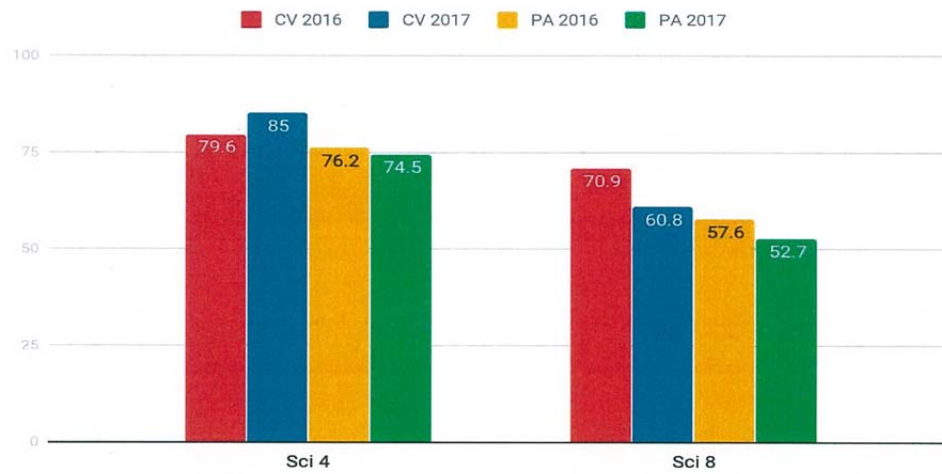
PSSA Math Data CVIS vs PA
2016 and 2017
% Proficient and Advanced



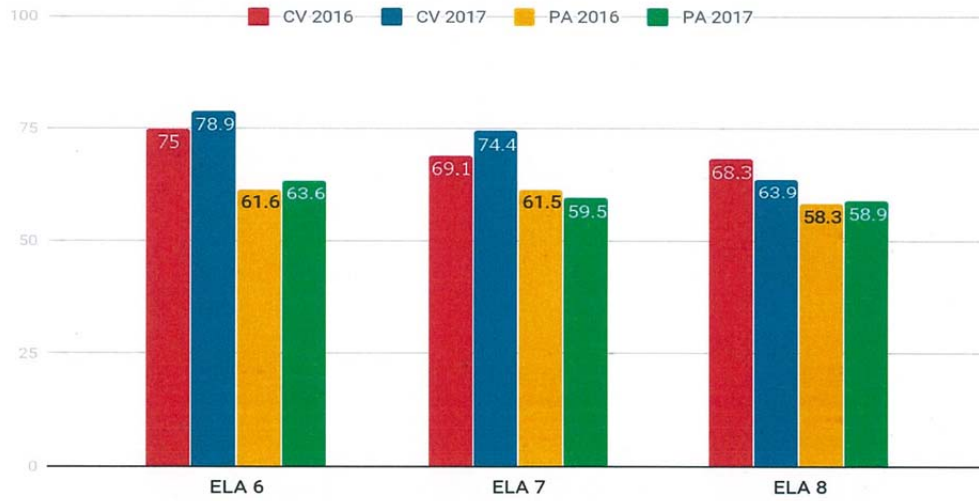
PSSA ELA Data CVIS vs PA
2016 and 2017
% Proficient and Advanced



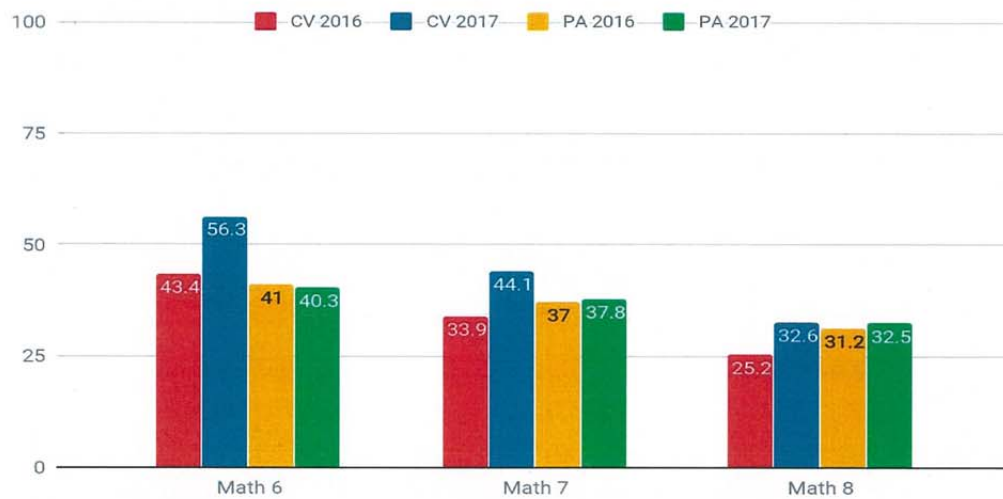
**PSSA Science Data CV vs PA
2016 and 2017
% Proficient and Advanced**



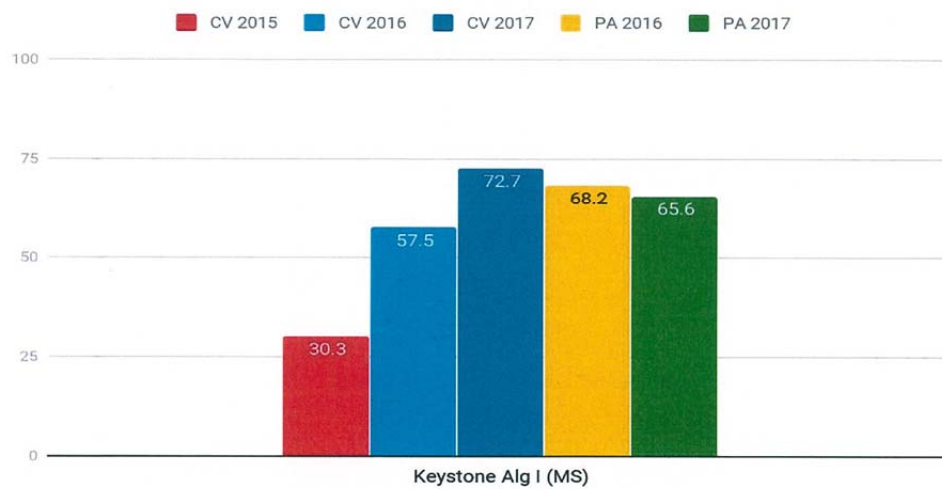
PSSA ELA Data CVMS vs PA
2016 and 2017
% Proficient and Advanced



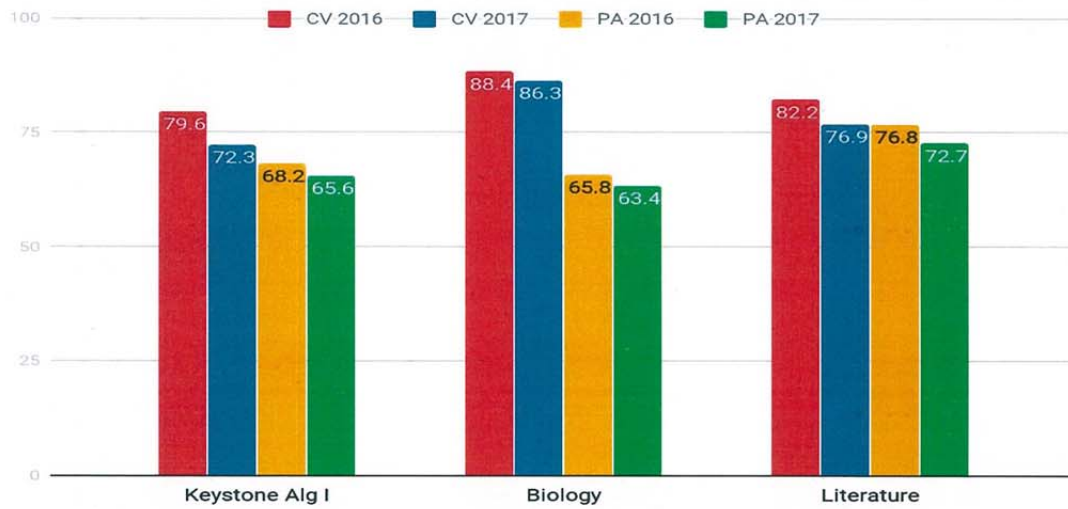
**PSSA Math Data CVMS vs PA
2016 and 2017
% Proficient and Advanced**



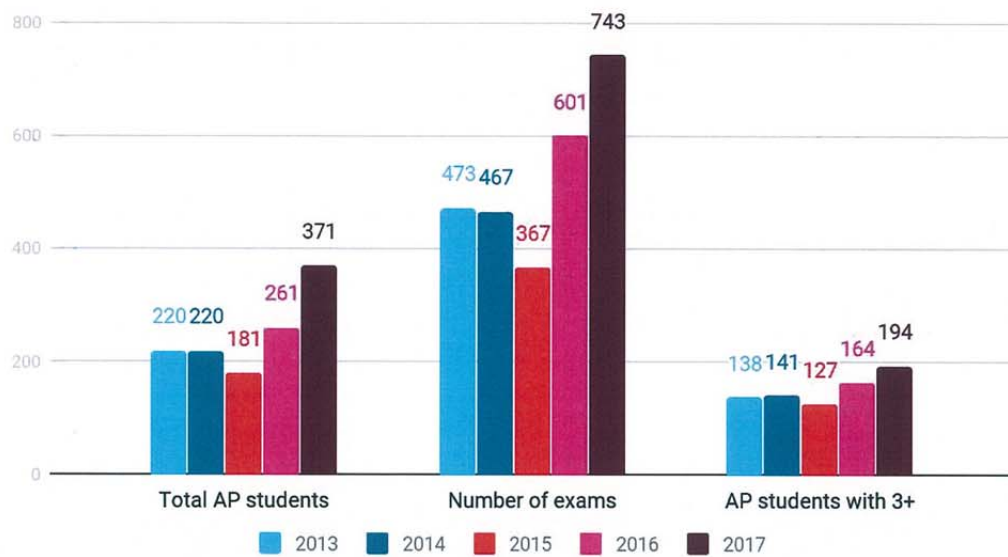
Keystone Alg I Data CVMS vs PA
2016 and 2017
% Proficient and Advanced



Keystone Data CVHS vs PA
2016 and 2017
% Proficient and Advanced



CVHS AP Data 2013-2017



How are we working to improve student achievement?

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Strategy 1:

Improving Multi-Tiered Systems of Support Interventions

- K-12 - Assessment data analysis - drives interventions, enrichment and instruction

Elementary

- PS: Reconfiguration of reading support
- IS: Alignment of support services
- K-5: Individual student plans written for students below benchmark - monitor and adjust, as necessary
- K-8: Coordination of instruction among ESL, classroom teachers and reading support
- Continue work on social/emotional learning continuum and supports

Secondary

- MS: Math Plus, reading support, and Intervention & Enrichment time (TASP)
- HS: Keystone Algebra elective added 2017 (for 2018 will recommend making requirement), ALEKS
- HS: Classroom Diagnostic Tools, AP Mock exams, AP tutoring
- 6-12: Student Assistance Program (SAP) - Reconfiguration of academic and behavioral/mental health support
- K-8: Coordination of instruction among ESL, classroom teachers and reading support

**Taking a Systemic Approach to Improve
Our Curriculum, Instruction &
Assessments...**

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Curriculum

- Continue to revamp curriculum to be aligned to PA Core standards
- Ensure that teachers are teaching the set curriculum
- Develop ELA modules for grades K-5
- Develop pacing guides, as needed
- Learn from experts (IFL, NMSI, AIU, etc.)
- Provide time to teachers for this work

Instruction

- Shift in instructional delivery model to be more student centered
- Professional development experiences with IFL, NMSI, AIU, PTA
- Develop units of instruction that mimic ILF or NMSI units - increase in rigor, increase text complexity, writing instruction
- Continue using new materials and collaborating within departments to ensure consistency (IFL, NMSI, AIU, PTA, etc.)
- Areas of focus: small group instruction, metacognition, stamina, writing

Assessment

- Review current assessment questions to determine level of rigor and alignment to standards
- Revise assessments, as necessary
- Develop common assessments, as necessary
- Review and analyze common assessments results
- Compare this to standardized assessments and adjust accordingly

3.0 Solicitor's Report

Mr. Palmer said, for the record there was an executive session prior to tonight's meeting to talk about a personnel matter and a litigation matter and following up on those discussions, if the board is so inclined, it would be appropriate to make a motion to approve the agreement and release resolving a special ed Due Process matter filed at ODR case # 18759-16-17OE.

Motion to approve item 3.0 listed above.

MOVED by Mrs. Patel, seconded by Mr. Kraemer.

On a voice vote, the motion passed unanimously.

4.0 Approve Minutes

- 4.1 Motion to approve School Board Meeting Minutes – September 12 and September 26, 2017.

Motion to approve item 4.1 listed above.

MOVED by Mr. Kearney, seconded by Mr. Choura.

On a voice vote, the motion passed unanimously.

5.0 Informational Agenda

A. Education Foundation

Mr. Seltzer said that grants were given out and it was included in his memo.

B. Pathfinder

Mr. Kraemer said they had a large section of the roof that needs looked at and we're waiting on their assessment, I think we're looking at a six figure repair. We have a few collection issues that I am personally making some phone calls about.

C. Parkway

Mrs. Patel said that Parkway has a lot of success stories. They have their highest enrollment, above 800 students, they've done amazing things in the last couple years. They are having an open house on November 6th. One of their students had his house burn down over the weekend and he had to jump and broke his leg and had to have surgery. They are having a spaghetti fundraiser for him.

Mr. Seltzer said that he and Ms. Hopp are talking about taking the 5th grade on a field trip to Parkway.

D. SHASDA

Mrs. Zeleznik said she had a schedule of meetings now. The first meeting is November 16th, which is the meeting that they do the legal updates.

E. Finance Committee Report

Mr. Kuczinski said that he met with Mrs. Cordisco and Mrs. Hartnett and looked at various construction reports and we will be getting those very regularly.

Mrs. Patel asked about item 6.5.

Mr. Seltzer said that this was just a bid.

Mrs. Zeleznik asked about the prom date being changed, does it affect the cost to have it on a Friday?

Mr. Seltzer said that they didn't see that. It was a request, stating that there was less conflict with events at that time of year.

6.0 Consent Agenda

A. Academics

B. Personnel

6.1 Motion to approve Human Resource Report.

C. Budget & Finance

6.2 Motion to approve financial summary and preliminary financial statements for the period ended September 30, 2017.

6.3 Motion to approve the Financial Disbursement for the period from September 22, 2017 to October 25, 2017 in the amount of \$10,635,775.72.

6.4 Motion to approve the Budget Transfers for October, 2017 in the total amount of \$451,231.30.

6.5 Motion to ratify the Art Supply Bid orders in the amount of \$19,138.34.

6.6 Motion to approve the Unaudited Financial statement for the period ended September 30, 2017.

6.7 Motion to accept the Actuarial Valuation Report on Post-Employment Benefits other than Pensions as of July 1, 2016 as presented by Mockenhaupt Benefits Group.

D. Superintendent

6.8 Motion to approve Educational Services Agreement with the Allegheny Intermediate Unit (AIU) for Alternative Education Program for the 2017-18 school year.

6.9 Motion to approve the Thespian Society Troupe 2402 to attend the annual conference November 30 – December 2, 2017 in York, PA. Costs to be paid by students/fundraising.

6.10 Motion to approve members of Student Council to attend PASC State Conference on November 2 – November 4, 2017 in York, PA. Cost of trip will be paid by students/Student Council.

6.11 Motion to approve second reading of Organizational Chart.

6.12 Motion to approve Prom per Student Council request for Friday, June 1, 2018.

Motion to approve items 6.1 through 6.12 listed above.

MOVED by Mr. Kuczinski, seconded by Mr. Choura.

On a voice vote, the motion passed unanimously.

7.0 Action/Discussion

None

8.0 Public Comment

Mrs. Comis discussed concerns about the traffic and parking at the HS Complex, stating that at events, people who were not familiar were turning around and going out the entrance.

9.0 Adjournment

Motion to adjourn the meeting at 8:18 p.m.

MOVED by Mr. Kearney, seconded by Mr. Choura.

On a voice vote, the motion passed unanimously.

Respectfully submitted,

Deborah Wiseman
Acting Board Secretary.