

RILEY COUNTY U.S.D. NO. 378

**BOARD OF EDUCATION AGENDA
REGULAR BOARD MEETING 7:00 P.M.**

**OCTOBER 10, 2016
AT: RILEY COUNTY HS LIBRARY**

Items suggested for the consent agenda are shaded.

1. Call to order.
2. Pledge of Allegiance.
3. Additions to the agenda.
4. Approval of the agenda.
5. Approval of the minutes of September 12, 2016 regular meeting minutes.
6. Approval of the bills and financial reports.
7. Concerns of Riley County U.S.D. No. 378 patrons.
8. Communications.
9. Administrative Reports.
 - A. Principal Reports. Any building principal present may wish to report.
 - B. Director Reports. Program Directors may wish to report.
 - C. Superintendent Report. The superintendent may provide a report.
10. Board Member Items.
11. Business Items and Reports:
 - (A) Board of Education Topics. Progress on mission/vision from the retreat. Discuss/Action
 - (B) Contracts/Approvals/Appointments. Items requiring board action will be shared with the board. (items on consent agenda) Discuss/Action
 - (C) Personnel Items. Any personnel items will be brought before the board at this time. (items on consent agenda) Discuss/Action
12. Adjournment.

CONSENT AGENDA

In order that the board may focus the majority of its time upon those items which deal with the educational endeavors of the school district and/or policy level decisions, but with recognition of its legal requirement to be responsible for those aspects of governance and management required by statute and regulation, the board will consider the approval of a number of routine items listed on the consent agenda with a consolidated motion. Board members have the opportunity to review these items prior to each meeting and specific questions can be answered at that time. Any board member who wishes to discuss one of the items on the consent agenda may request it be scheduled as a discussion item and if approved by the board, will be discussed during its regularly scheduled time on the agenda. The consent agenda for October 10, 2016 and recommended action follows.

Motion to approve the agenda and items listed on the consent agenda as proposed:

- minutes of the September 12, 2016 regular meeting, the September bills and transfers.
- agenda (as presented or as amended at the meeting)
- **contracts/approvals/appointments as follows:**
 - ✓ approve the donation of \$1687 from the Riley County Alumni Association for school supplies (contracts #1 attachment).
 - ✓ approve the disposal of the old track mats
 - ✓ approve the Cash box procedures (contracts #2 attachment)
- **personnel items as follows:**
 - ✓ approve a resignation of Garry Goff, Bus driver/maintenance assistance, effective September 28, 2016.
 - ✓ approve the resignation of Candice Lane, Bus driver effective May 26, 2016.
 - ✓ approve a contract for Robert Deemie, as a full time bus driver for services rendered to begin August 18, 2016.
 - ✓ approve the resignation of Misty Smith, as GS Custodian effective September 12, 2016.
 - ✓ approve the resignation of Heather Wernholm, as HS Secretary effective May 23, 2017.
 - ✓ approve the resignation of Danny Grater, as NHS Sponsor effective May 26, 2016.
 - ✓ approve a contract for Cindy Thomson, as NHS Sponsor for services rendered to begin August 16, 2016.
 - ✓ approve a contract for Jennifer Maiorana, as a full time bus driver for services rendered September 28, 2016.
 - ✓ *Any personnel items which occur after publication of the agenda may be added by letter to the board on October 7, 2016 and included here.*

Leadership class

With the assistance of MS band and chorus, students worked with teachers to teach the entire grade school student body the high school fight song to build school spirit. During three Friday Celebrations the students practiced with the MS band. The student body sang the fight song at the RCHS Homecoming Pep Assembly. The purpose was to build school spirit.

Constitution Week Activities

Attached is information from Polly Ogden, Daughters of American Revolution regarding activities in celebration of Constitution Week. On September 16th, each student in PreK-8 received an American flag donated by the Riley City Library and the Riley Friends of Library.

Enrollment

Population last 2 years –20 15-2016=511, 2016-2017=493

Per grade capacity-sheet attached for the last two years

In 2015-2016 there were 53 eighth graders promoted and 40 kindergarten students entered in 2016-2017

| Grade Level | Students left 15-16 | New students 16-17 |
|-------------|---------------------|--------------------|
| 1 | 1 | 6 |
| 2 | 4 | 2 |
| 3 | 4 | 5 |
| 4 | 4 | 4 |
| 5 | 4 | 5 |
| 6 | 5 | 3 |
| 7 | 5 | 7 |
| 8 | 4 | 3 |

Activities

- Art class information – September 21 was International Peace Day. Melissa Granberry and Jennifer Geier collaborated for a student activity. Students made pinwheels during art class and displayed them on the front yard. During the art lesson, Melissa stresses employability skills to middle school students such as renewing friendships, forgiving others, and how they can impact our school climate through peaceful measures.

Professional Development

September 23rd – Teachers created an implementation goal regarding the eWalkthrough. It centered on research on Marzano’s Nine or Checking for Understanding. Teachers were trained in the eWalkthrough with Sue Jenkins, SWP Consultant.

I attended workshops on Kansas Education Systems Accreditation (KESA) on September 12th, 13th, and 28th.

October Calendar

7 – Riley Fire Department presentations

13 – End of 1st quarter

14 – In-service-Walkthrough Data

2016-2017

| | Homeroom Teachers | HR | 8/18/16 | 9/20/16 | OOD | Additional staff |
|---|-------------------|----|---------|---------|-----|--|
| 1 | Mrs. Pecoraro | HS | 11 | 10 | 0 | 2 aides |
| 2 | Mrs. Richling | PS | 17 | 17 | 0 | Debbie Ruggels Jeanise Pride Cathy Nonemaker |

| | SPED PS in Randolph | ECSE | | 4 | 0 | |
|----|---------------------|------|-----|-----|----|-----------------------------|
| 3 | Mrs. Easterberg | K1 | 15 | 15 | 2 | Primary aide Marcia Goff |
| 4 | Mrs. Loewen | K2 | 12 | 13 | 0 | |
| 5 | Mrs. McKinley | K3 | 11 | 12 | 1 | |
| 6 | Miss Keller | 1A | 14 | 15 | 1 | |
| 7 | Mrs. Sullivan | 1B | 15 | 15 | 0 | |
| 8 | Mrs. Wendland | 1C | 16 | 16 | 0 | |
| 9 | Mrs. Crubel | 2A | 15 | 15 | 1 | |
| 10 | Mrs. Rowe | 2B | 14 | 14 | 1 | |
| 11 | Ms. Shaver | 2C | 14 | 15 | 4 | |
| 12 | Mrs. Garver | 3A | 17 | 17 | 1 | |
| 13 | Ms. Nelson | 3B | 17 | 17 | 3 | |
| 14 | Mrs. Rignell | 3C | 17 | 17 | 1 | |
| 15 | Mrs. Allen | 4A | 20 | 22 | 2 | |
| 16 | Mr. Fritzson | 4B | 21 | 21 | 3 | |
| 17 | Mrs. Kulp | 4C | 21 | 21 | 4 | |
| 18 | Mrs. Cales | 5A | 16 | 16 | 3 | |
| 19 | Mrs. Kelley | 5B | 17 | 16 | 2 | |
| 20 | Mrs. MacDougall | 5C | 17 | 17 | 3 | |
| 21 | Mr. Farwell | 6A | 17 | 17 | 2 | Nurse & interpreter |
| 22 | Ms. Klucas | 6B | 16 | 17 | 2 | |
| 23 | Mrs. Thayer | 6C | 18 | 18 | 5 | |
| 24 | Mr. Bromley | 7A | 20 | 20 | 3 | |
| 25 | Mrs. Fink | 7B | 20 | 20 | 4 | |
| 26 | Mrs. Titgemeyer | 7C | 20 | 20 | 3 | |
| 27 | Mr. Dickerson | 8A | 19 | 19 | 2 | |
| 28 | Miss Oliver | 8B | 19 | 19 | 2 | |
| 29 | Mrs. Vargo | 8C | 18 | 18 | 1 | |
| 30 | Mr. Taphorn | | | | | |
| | Itinerant to RCGS | I | | 0 | | |
| | SPED homebound | | | 0 | | |
| | NonSPED homebound | | | 0 | | |
| | SPED in Clay Center | TLC | | 0 | | |
| | | | 484 | 493 | 56 | |

| SPED | |
|------|--|
| 1 | Dr. Dreeszen |
| 2 | Mrs. Hemmeke Josh, Lydia, Bri, Erin, Kati |
| 3 | Mrs. Curry Beth, Sarah, Tina |
| 4 | Mrs. Hanson Donna, Paula, Erika |
| 5 | Mrs. Kahle Lenice, Angela |

2015-2016

| | Homeroom Teachers | HR | 9/19/15 | Additional staff |
|---|-------------------|----|---------|--|
| 1 | Mrs. Pecoraro | HS | 12 | 2 aides |
| 2 | Mrs. Richling | PS | 21 | Debbie Ruggels Jeanise Pride Cathy Nonamaker |

| | SPED PS in Randolph | ECSE | 2 | |
|----|---------------------|------|-----|---------------------|
| 3 | Mrs. Easterberg | K1 | 15 | Marcia Goff |
| 4 | Mrs. Loewen | K2 | 15 | |
| 5 | Mrs. McKinley | K3 | 15 | Student Intern |
| 6 | Miss Keller | 1A | 15 | |
| 7 | Mrs. Sullivan | 1B | 17 | |
| 8 | Mrs. Wendland | 1C | 15 | |
| 9 | Mrs. Crubel | 2A | 17 | |
| 10 | Mrs. Rowe | 2B | 17 | |
| 11 | Ms. Shaver | 2C | 17 | |
| 12 | Mrs. Garver | 3A | 20 | |
| 13 | Ms. Nelson | 3B | 20 | |
| 14 | Mrs. Rignell | 3C | 21 | |
| 15 | Mrs. Allen | 4A | 15 | |
| 16 | Mr. Fritzson | 4B | 17 | |
| 17 | Mrs. Kulp | 4C | 17 | Student Intern |
| 18 | Mrs. Cales | 5A | 18 | |
| 19 | Mrs. Kelley | 5B | 17 | Nurse & Interpreter |
| 20 | Mrs. MacDougall | 5C | 17 | |
| 21 | Ms. Klucas | 6A | 21 | |
| 22 | Mrs. Thayer | 6B | 21 | |
| 23 | Mrs. Whitesell | 6C | 20 | |
| 24 | Mr. Bromley | 7A | 18 | |
| 25 | Mrs. Titgemeyer | 7B | 17 | |
| 26 | Mr. Dickerson | 7A | 19 | |
| 27 | Miss Oliver | 8B | 19 | |
| 28 | Mrs. Vargo | 7C | 17 | |
| 29 | Mr. Taphorn | 8C | 19 | |
| | Itinerant to RCGS | I | 0 | |
| | SPED homebound | | 0 | |
| | NonSPED homebound | | 0 | |
| | SPED in Clay Center | TLC | 0 | |
| | | | 511 | |

| SPED | |
|------|---------------------------------|
| 1 | Dr. Dreeszen |
| 2 | Mrs. Hemmeke 5 paras |
| 3 | Mrs. Curry 5 paras |
| 4 | Mrs. Hanson 2 paras |
| 5 | Mrs. Kahle 5 paras |
| 6 | Mrs. Sharp / Mrs. Oetkin 1 para |

Report of Constitution Week Activities - Polly Ogden DAR

The City of Riley had activities in celebration of Constitution Week. The proclamation was signed at **the August 23, 2016** City Council meeting. **DAR members** Janice May, Ila Morrill, and Charlotte Shawver attended the signing **by Riley City Mayor Tim Sharp**. **Two Riley County Grade School children joined in this activity.**

Number attendees: 20

The Riley City Library and the Riley Friends of Library participated in several activities including the purchase of 500 flags **to present** to Riley County Grade School **students**. Janice and Charlotte met with RCGS principal Teresa Grant to **plan the RCGS activities**. The flags were fixed with a small jingle bell (yarn attached) and **a tag noting they were given by Riley Friends of Library, along with the date of Constitution Week**. The flags were given to all students (Grades 1-8) at a student body **assembly** on September 16, 2017.

Number attendees: 500

The *Riley Countian* newspaper gave the community **excellent** coverage of Constitution Week activities. I have attached copies for the report. Also we have had a **notice with pictures on the Riley City Library Facebook page**.

Number of copies sent: 1,100

The Riley County Grade School kindergarten, third, and fourth grades, as well as the Leadership group of the seventh and eighth grades, also celebrated Constitution Week on September 19 and 20 by walking uptown to City Hall to Ring the Bell. The 100-year-old bell is a special historic memory in our community. A brief story of its origins was given to the students, and each student rang the bell. Pictures were taken of the bell ringing and of the groups.

Number attendees: 160

Board of Education Report- October 2016
Riley County High School
Harold Oliver

1. Homecoming

- a. Very successful week
- b. Spirit week had high student participation
- c. Olympic games on Friday was huge success
- d. Community hog roast/ pep rally
- e. Thank you to Ms. Kriley/Mrs. Abner and all who helped

2. Band at State Fair

- a. Received a 1-Superior rating. Congrats to Mrs. Lloyd and band members

3. National Merit Scholar

- a. Stacia Satzler- semifinalist in the 62nd annual National Merit Scholarship Program Scholarships awarded in the spring

4. Presidential Scholars

- a. Jake Nixon and Stacia Satzler have been nominated and applied to State of Kansas
- b. 3.85 or higher GPA, 30 or higher ACT are basic requirements
- c. Each state nominates 20 students

5. Kansas Communities that Care Survey

- a. Survey on school culture/ we have completed application process
- b. Suicide/Drug Abuse are included in survey
- c. All Sophomores and seniors take this at school in December

6. Students

- a. ACT Prep Class- Carolyn Devane (Powerprep) taught from 8:15-12:15 in library
- b. We had 28 students take the ACT Prep course
- c. Cal Boren (KSU) presented information at Financial Aide Night. Approximately 15 parents attended
- d. Cloud County College career day – October 4th –all sophomores attend
- e. College Fair- at Manhattan High on October 20th, all juniors and seniors. Required to get three brochures as part of senior engagement project
- f. All juniors have been given ACT voucher for 2016-17 testing dates
- g. SAFE program – students conducted seat belt checks Sept 28th /29th

7. Staff Training

- a. Monday September 26th – Kansas Education Systems Accreditation
 - a. Reviewed 5 R's with faculty
 - b. Introduced and explained 5 KSBOE outcomes
 - c. Reviewed five characteristics that a Kansas high school graduate will possess
 - d. eWalkthrough/ instructional strategies
 - e. reviewed customized template
- b. Friday October 14th
 - a. IPS – Individual Plans of Study
 - b. Part of KESA / State Board outcomes
 - c. KIPS (model we have adopted through SW Plains) will be presented to staff
 - d. We will begin process of entering student data (student led)
- c. Drills- second fire drill has been completed on September 21st and was a success

8. Maintenance update

- a. Football scoreboard – hit by lightning – Jason Brummett got it working with exception of visitors score. Since that time replacement part was ordered, received, and installed. Board is now working completely. A thank you to Erik Willimon on working on this.
- b. Danny Grater's class, Building Maintenance, has finished painting the visitor parking sign, hand railing around the football field, and barrier poles in front of the school. They are still working on finishing painting the lean-to on the concession stand. In addition they helped put up the "Do not enter" signs at the lagoon.
- c. They also cleaned out/reorganized the shed west of the football field and moved all the track mats inside.
- d. We have had no major leaks since the major rain storm this summer. This includes the rain we received on Saturday September, 24th.
- e. Our second Fire Drill was a success. Took place on September 21st.
- f. Exterior lights have been replaced all around the school (parking lots, outside wall units by the library and lunch room entry, under the press box at the football field).
- g. There are two VERY old Roof Top Units on south wing of school that need to be replaced. TCA has suggested we replace these in near future. They are working now but not expected to last long.

9. Fall Sports Seasons

- a. District football starts – October 14 (Minneapolis, at Beloit, Marysville)
- b. Hosting league Cross Country- October 13th
- c. Hosting 1A-3A Regional Cross Country – October 22nd
- d. Hosting Sub State Volleyball – October 22nd

10. Faculty/ Staff

- a. I want to thank all of our teachers and staff for a great start to the school year.
- b. We have a very talented staff at Riley County

October 2016 Transportation Report

Fancy Creek Township put down much needed gravel on Falcon road north of Senn Rd. They have also been working on cutting back the overhanging trees. They have one area that is about a block long that they are still working on.

Wildcat Creek Township has cut back the trees in two areas that I requested.

One of our van drivers has a minor accident during the real heavy rain that recently occurred. The only damage was a scratch on the rear bumper. The owner of the other vehicle told me that there was no damage on her vehicle, although she has apparently now filed a claim.

Bus 7 blew the right front on the 28th. I found out that it had picked up a large bolt which put a large hole in it. The driver said that he heard something just before it went flat. The driver had no problem controlling the bus, since his speed at the time of the blow as about 10 mph. No one was hurt at all. Fritz made a service call and changed the tire on the side of the road.

We have had problems with the rebuilt injectors that were installed on Bus 28 when the new engine was installed. Foley is working on it as of this report. They should be covered under the warranty.

Bus 14 has an electrical cooling fan issue. Because we are not using the bus right now, I have not pursued the repair, because it will have to go to a Ford dealer for the repair.

Garry Goff resigned on 9/28 due to the recommendation of his surgeon. He is suffering from a Navy injury that needs repair. Jennifer Maiorana has taken his route over. We are advertising for additional help. I also need to replace Garry's mechanical help.

The new spare driver is working out well. He has been driving four afternoons a week so far.

Buses 3 and 16 will be serviced shortly as they are almost due. Suburban #25 is also almost due.

Frank Clark

Transportation Director

Update as of 10/3/16:

Bus #1: Cost of engine replacement \$28,974.46. Cost of extra parts \$3,655.65. Total \$32,630.11.

Bus #28: Cost of engine replacement \$29,061.91. Cost of extra parts \$5,036.54. Total \$34,098.45.



**Foley Equipment
Service Repair Quotation
Q2700769-02**

Quote Number :Q2700769-02 Quote Date :2016-09-29
 Prepared By :JONATHAN DEBUSK Valid Until :2016-10-29

We are pleased to provide the following quotation for the services identified below

PREPARED FOR

Customer Name :USD 378 RILEY COUNTY
 Address :
 204 W KANSAS AVE
 PO BOX 326
 RILEY

| | | | |
|-------------|--------------|----------------------|--------------------|
| Make | Model | Serial Number | Unit Number |
| Cat | C7 | 0C7S07646 | 1 |

Explanation of Type:

"Est." amounts may be more or less than your final invoice.
 "Time & Material" items will be billed at the actual price of the time, parts and miscellaneous charges.
 "Firm" Parts Labor Misc items are firm priced and will be invoiced at that price.

WORK TO BE PERFORMED

| Segment | Description | Type | Amount |
|----------------------------------|--|------------------|-------------------|
| 02 | REMOVE & INSTALL ENGINE | Firm Labor | 12,090.00 |
| 03 | RECONDITION ENGINE W/ CAT REMAN SHORT BLOCK | Firm Labor | 22,042.48 |
| | Estimate includes all necessary gasket kits, short block, cylinder head, set of injectors, fuel pump, water pump, turbo and engine oil pump. | Est. Parts, Misc | 72,335.60 |
| 04 | ENGINE OIL COOLER Price of engine oil cooler after the discount. | Est. Parts | 937.80 |
| 99 | WARRANTY CHARGES Four year warranty unlimited miles. | Est. Misc. | 9,800.00 |
| Total of Firm Price Items | | | 34,132.48 |
| Total of Estimated Items | | | 83,073.40 |
| Total | | | 117,205.88 |

This quote is based upon acceptance of Foley's standard terms and conditions.
 Prices quoted include the specific services listed and do not include freight, applicable taxes or additional services. Standard warranty applies unless otherwise noted.

Your dealer contact:
 JON DEBUSK
 E-mail: jtdebusk@foleyeq.com

Customer Signature: _____ Date: _____
 Customer Email: _____ Purchase Order: _____

Riley County Schools USD 378
Board of Education Meeting
October 10, 2016
Superintendent's Report

DATE: 09/29/16

1. **Board member "thank you"**- a special thanks to Kyle Bohnenblust, Ross Wahl, and Nathan Mead for taking the time to tour all of our facilities on Friday, September 30th. This team of board members makes up the Facilities Committee. They may wish to share their findings at a future board meeting.
**A special thank you to Ian Peters, Jon Granberry, Frank Clark and Grace Brown for their efforts to present the needs from their department/building.*
2. **Audit (fiscal)** - our annual fiscal audit has been taking place over the last couple of months. The auditor has indicated he will be ready to present to the board in the month of November.
3. **Board policy**- I have been working with our SRO Brian Swearingen on the mandated statute SB 367. We should be ready to present to the board in November or December.

During the 2016 Legislative session the body developed a new statute call SB 367. Under this statute school districts must develop a memorandum of understanding (MOU) with relevant stakeholders, including local law enforcement agencies, courts, and the county or district attorney. The MOU is clearly stating guidelines on how and when school based behaviors are referred to law enforcement.

4. **HVAC damage**- TCA made their biannual inspection of our hvac systems at the end of September. During their inspection they noticed that the large units' fins on the north gym roof at RCHS were damaged beyond repair from hail. The fins were damaged beyond repair to be combed out. TCA researched whether the fins could be replaced or not. They found the units are too old and they cannot be replaced. We have called our insurance company to have them look at the units. I will keep the board posted.
5. **Grounds equipment**- we have experienced several challenges with our fields used for physical education class, band, and sports. One of the challenges is creating a safe environment for kids to play on. Our ground is so compact that it becomes very hard. The hardness makes it more likely for kids to get secondary concussions if they hit the back of their head on the ground, shin splits, shoulder injuries, etc. It also does not allow us to get the full benefit from our fertilizer and herbicide applications to the grounds to have a blanket of grass to create the necessary cushion for slips and falls. The grounds team, activities directors and I have been researching methods to decrease the amount of injuries on these surfaces. We will be bringing equipment in to assist in the process (ie- core aerator, mowers, etc). The team will also be evaluating whether it is more cost efficient to do some of the work ourselves versus using a vendor. I will keep the board posted on our progress.

BOARD OF EDUCATION TOPICS

Overview- this section of the board packet is designed to give the board of education members a place within the meeting to discuss progress made towards their short and long term goals. This month there are four components that make up this one section:

- 1. New Accreditation process (KESA-Kansas Education Systems Accreditation)*
- 2. Board's goal- update on progress made towards developing action steps to complete the goals*
- 3. Facilities tour- potential update from the Facilities committee's facilities tour on 9/30.*
- 4. Out of district student enrollment- the board asked to see a historic overview current enrollment pattern and state funding.*

On August 22nd the board developed several goals with Dr. Jordan, KASB Consultant. Then the board challenged the administrative team to develop measurable action steps to accomplish the goals. After reviewing the board's goals and the accreditation process, the team felt we should put the two together to better align to the district's mission statement. We plan to discuss the recommendation at the board meeting.

- I. Accreditation process-** as the board is aware all Kansas schools are mandated to begin preparations for the new accreditation process (KESA-Kansas Education Systems Accreditation). The process will be accomplished over a five year span. This year is considered the planning year or as the state calls it "zero year". I plan to give the board a brief overview (several attachments have been included in the packet to help facilitate the dialogue and act as a future reference point for the board members).

A. Process- below is an abbreviated snapshot of the 5 year process (see attachment BOE #1)

- Year 1- School/district needs assessments, goal area identification, Outside Validation Team (OVT) visit
- Year 2- Building/district goal establishment; action plan development; OVT chair check-in
- Year 3-Action plan implementation; midpoint reflection/revision; OVT visit
- Year 4-Action plan implementation; data collection; OVT chair check-in
- Year 5-Data/evidence analysis; OVT on-site visit; accreditation rating granted by State Board

B. Where are we in the process?

- Completed the needs assessment with the teachers (*see attachment BOE #2*)
- Identified two goals (R's) areas for improvement (*see attachment BOE #3 & 4*)
- Developed 'draft' action plan to address each goal
- October 14th- we will present the draft to the teachers
- We plan to use the remainder of the staff development days to work on the process

C. Future tasks that need to be completed by June 1st?

- Gain consensus from the staff and board on our action plan
- Train our staff and board on the necessary roles and steps within the plan
- Educate our parents and community about the process and how they can help
- Identify an OVT chair and team
- Use our staff development time to complete the tasks

D. Board's role?

- Be trained on the accreditation process (overview)
- Adopt the recommended action plan from the staff and administrators
- Allow time at the board meetings to make presentations on our progress
- Provide the necessary resources for the team to accomplish the process
- Educate our parents and community about the process and how they can help

Retreat Follow-up

continued

II. **Board Goals-** below is the list of the short and long term goals the board developed at the August 22, 2016 board retreat meeting. I placed the accreditation links (red & blue words) into the box with the boards goals (black words) to show that there is a correlation between the two. The board will be asked if they can support ‘blending the accreditation mandates and board’s goals into one task to be more efficient in our assignment of duties.

Team Characteristics
August 22, 2016

- Know each other’s strengths and weaknesses
- Communication
- Fun/selflessness
- Personal agendas (minimized)
- Clarity in a vision
- Know your role
- Working towards same goals
- Understanding/flexible/accommodating
- Trust
- Honesty
- Driven

Long Term Focus Areas: (These are the items that you would like to accomplish 3-5 years from now)

| Focus Area | Comments |
|--|---|
| A. Align curriculum to prepare student for post secondary opportunities | <ul style="list-style-type: none"> Look at expected outcome—does curriculum match? Vocational opportunities Post-graduate feedback |
| B. Attract and retain best job candidates | Make ourselves attractive to job candidates |
| C. Facilities aligned to curriculum outcomes and support future growth | Facilities space—bond issue |
| D. Maintain and update technology | Maintain and update technology—KESA accreditation |
| E. Improve communication to build capacity and trust within district and community | Added based on short term priorities-BJ |

Short Term Goal Areas: (These items should be focused on within the next 18-24 months.)

| Short Term Goal | Long Term Focus Area(s) | Action Steps | Measurable(s) | Timeline |
|--|-------------------------|---|---------------|----------|
| Formative assessment process to assist with the tracking of the impact of core offerings Relevance component #1 Curriculum student learning | A | Board goals in black ink Accreditation tasks in red & blue ink | | |
| BOE Vision goals Responsive Culture component #1 Leadership district vision | A,B,C,D | | | |
| Parents as teachers Responsive Culture component #2 Early childhood student learning; family involvement | A | | | |
| Early intervention Relevance component #2 Instruction Strategies | A | | | |

Retreat Follow-up

continued

| | | | | |
|---|--------------|--|--|--|
| <p>Begin development of core pathways that prepare and expose students potential career opportunities; Increase Vo-Tech Offerings; <i>i.e.</i> welding</p> <p>Relevance component #3 Student engagement IPS</p> | <p>A</p> | | | |
| <p>Improve Safety and Security of buildings</p> <p>Responsive Culture component #3 district climate safe & support school environment</p> | <p>C</p> | | | |
| <p>Plan for growth in student population</p> <p>Responsive Culture component #1 Leadership resource allocations</p> | <p>C</p> | | | |
| <p>Hire Maintenance director</p> <p>Responsive Culture- component #1 Leadership resource allocation</p> | <p>C</p> | | | |
| <p>Mentor teams couple with Individual plans of students</p> <p>Table until IPS process is working</p> | <p>B, E.</p> | | | |
| <p>Build positive culture—trust staff</p> <p>Responsive Culture component #3 district climate stakeholder surveys</p> | <p>B, E.</p> | | | |
| <p>Communication with stakeholders; <i>i.e.</i>, podcast BOE meetings</p> <p>Responsive Culture component #1 Leadership communication with stakeholders & strategic plan & common language</p> | <p>E.</p> | | | |
| <p>Communication with parents</p> <p>Responsive Culture component #1 Leadership communication with stakeholders & common language</p> | <p>E.</p> | | | |

III. **Facilities Tour-** Ross, Nathan, and Kyle all participated in a 'facilities tour' on Friday, September 30th. During this event the committee members toured the facilities, grounds and equipment within the two campuses. The tour was lead by the principals and superintendent. The goal of the tour was to listen and view the areas of concern/strength by the district's principals. Last week, I sent out a draft copy of the tour guide developed by the principals to all the board members. *The committee members may wish to share their findings and/or wish to discuss their thoughts at the meeting.*

IV. **Out of district data-**last month the board began discussing the idea of whether it would benefit the district to open our doors to new out of district students. The dialogue began when the administrative team shared that they have received several request from parents wanting to attend our school system. They had also received some formal written letters from potential parents to revisit the topic. *In the end, the board asked the administrative to bring enrollment data to the next meeting. The administrative plans to make a presentation on the topic.*

Attachments for the presentation:

1. Enrollment history for all students (attachment BOE #5 average & #6 fte)
2. Out of district history (attachment BOE #7 GS & #8 HS)

RECOMMENDED ACTION:

1. Accreditation- no action at this time.
2. Board goals- no action at this time.
3. Facilities tour- no action at this time.
4. Out of district- no action at this time.

Kansas Education Systems Accreditation (KESA) Cycle

Step 1. Complete the needs assessment process.

Step 2. Choose 2 of the 5 R's

Relationships
Relevance
Responsive Culture
Rigor
Results

USD 378 2R's

Responsive Culture

Step 3. (choose 1 area under this R)

1. Leadership
2. Early childhood
3. District Climate
4. Nutrition & wellness

Leadership

Step 4. work towards the 'modeling' measurement level for each component listed below-modeling is the best)

- a. District vision
- b. Expectations for results
- c. Culture of teaching and learning
- d. Indicators of success
- e. Strategic plan
- f. Learning communities
- g. Resource allocation
- h. Advocacy for educational policy
- i. Communication with stakeholders
- j. Community collaboration: strengthening education, learning and academic success
- k. Culture of collaboration
- l. Data analysis
- m. Data Sharing
- n. Results sharing
- o. Results driven relationship
- p. Curriculum alignment to standards
- q. Common language
- r. District leader roles and responsibilities
- s. District leader expectations and accountability
- t. Change research
- u. Professional learning needs
- v. Professional learning planning
- w. Alignment discussions
- x. Leadership teams
- y. Collaborations conversations
- z. Teacher leadership

Relevance

(choose 1 area under this R)

1. Curriculum
2. Instruction
3. Student engagement
4. Technology

Student Engagement

- a. Student input
- b. IPS advisory council
- c. IPS
- d. Teacher to student
- e. Student to student
- f. Student to teacher

