

SCHOOL IMPROVEMENT ADVISORY COUNCIL (SIAC) / CAREER TECHNICAL EDUCATION (CTE) MEETING MINUTES

**THURSDAY, OCTOBER 10, 2013 - 6:00 – 7:30 P.M.
CR-B LIBRARY/MEDIA CENTER**

Learning Targets

1. SIAC members will have an opportunity to discuss roles, responsibilities and guidelines (provide feedback on interest areas, agenda items, etc.).
2. SIAC members will have an opportunity to discuss student achievement data and receive info. concerning SINA –AYP; impact of NCLB on our schools.
3. SIAC members will have an opportunity to discuss and celebrate our successes: Special events, programs, activities and school happenings.
4. SIAC members will have an opportunity to learn about Prof. Dev. /PLC's, Tech. Initiative, and CTE Program of Study evidences, program goals, etc.

Oct. 10th SIAC/CTE MINUTES:

Item A) Welcome, Introductions, Roles and Responsibilities, SIAC/CTE Goals

- Brief introductions, discussed membership and ground rules:
Be respectful, Be on time, Be prepared, Be a good listener, and Be open to divergent opinions, ideas, Be able to move around and use facilities as needed, etc.
- Briefly reviewed responsibilities and roles: CTE, Title Program, Early Childhood, At-risk ,etc.)
- A packet of SIAC /CTE info. was distributed to each SIAC /CTE member in a red/blue folder.
- Eighteen members were present, including: Jill Albright, Jodi Bonney, Teresa Gelhaus, Carla Shaefer, Nancy Duncan, Mary Ebert, Shirley Fox, Laura Hachmeister, Charlotte Heck, Jim Heithoff, Ann Johnson, JoAnn Klocke, Katie Mason, Nicole Meyer, Bill Orlando, Ann Pudenz, Steven Thoelke, Joan Wiskus and Rich Stoffers.
- Those SIAC members that notified the school office they would be unable to attend included: Denise Schultes, Margie Schwenk, Scott & Teresa McClellan, Jason Nees, Steve Dentlinger, Brent Jorth and Julie Halbur.
- Briefly went over Learning Targets: (LT's are part of our classroom instructional plans, targeted skill lessons & having goal-oriented, safe learning environment).
- At this time the tentative SIAC/CTE meeting dates are: Oct. 10th, Nov. 19th, March 13th. May 8th. Time frame: 6:00 – 7:30 p.m.
- Discussed Continuous Improvement Model. Margie will bring visual model in Nov.

Item AA) Small Group Table Activity

- SIAC was divided into four groups for table talk discussion and recording of discussion topics.
- Admin. Team requested feedback from SIAC/CTE group on :
 1. District Positives,
 2. District/Building Level or Grade Level Concerns

3. Future Agenda Items and also any specific Dept. of Ed. Site Visit questions?!?
- Each group shared out their lists: Positives, Concerns, Future Agenda Items, etc.
 - Mr. Stoffers is to document all the responses and include those in the written summary, etc. He will email them out to the SIAC team. (included with minutes)

Item B) Celebrating School District Successes

- Brief opportunity for SIAC members and school staff to share celebrations and successes in various areas: Curriculum, Programs, Activities, and Student/Staff Successes.
- Several upcoming special events and special activities were shared : - Nat'l Honor Society / Veteran's Program/ Service Projects (Pennies for Leukemia)/ Fall Play /Volleyball Tournaments / Football Playoffs / Nov. 5 & 7 : P-T Conferences.
- Technology Initiative / Jan. 2014 1:1 Macbk. Air roll-out
- Wed., Oct. 30: Western Iowa Tech. Institute : NO SCHOOL!
- New Rolling Valley Conference membership – Can You Name Eleven Schools?

Item C) Student Achievement Data / Annual Improvement Goals

- Reviewed Annual Improvement goals in reading, math, science (SIAC approved last April)
- Shared Mr. Jorth's Handout on Iowa Assessments /Student Achievement data
- Discussed appeal process, SINA-1 school implications for 2013-14 (On "WATCH" list in 2012-13).
- Discuss "what it means" to be a School In Need of Assistance (SINA-1) based on the federal legislation from 2001 : NCLB Act. State Trajectory: 94% proficient (100%).
- SINA-1 / Annual Yearly Progress (AYP) designation is at the 6th-12th level in reading and math subgroup area. No NCLB consequences or sanctions. * Handout

Item D) Iowa Dept. of Educ. Comprehensive Site Visit

- Administration shared with SIAC/CTE info. concerning DE site visit; scheduled for Dec. 17, 18 and 19. The Dept. of Ed. conducts on-site visits every 5 yrs. for every district in Iowa.
- The Site Team focuses on continuous school improvement and whether or not a district is in compliance with Code of Iowa accreditation requirements and standards.
- Shared handout on the seven central characteristics the DE targets : a-Vision, Mission and Goals b-Leadership c-Collaborative Relationships d-Learning Environment e-Curriculum, Instruction and Assessments f- Professional Development g-Monitoring and Accountability.
- The Site Visit Team consists of a group of ten to twelve people, and includes Dept. of Ed. officials, administrators, AEA 11 staff and teachers in this region.
- SIAC/CTE group was notified that the admin. would be requesting 8-10 SIAC members serve on the Interview committee, to be interviewed by the DE Site Visit team. Interview questions were in the packet that was distributed to all members.
- In the packet is an assessment survey. Members were asked to review the Needs Assessment Survey. Admin. team would like your feedback.
- Dept. of Ed. Requires a Needs Assessment survey every 5 yrs. (all groups).

- Computers in several areas (library/media center) will be available for students/parents/families, etc. to complete survey during Nov. P-T Conferences.

Item E) Dept. of Ed. Professional Development (PD)– Professional Learning Communities (PLC's)

- What's happening during PD on Wednesday early-outs?!? Thank you to our parents/community for advocating for more teacher PD/collaborative time
- We have framework for PLC's that focuses on student learning, collaboration and oriented-student results.
- PD summary handout was in packet. Briefly updated SIAC on PD efforts , organizational structure, and framework for successful PLC's
- Iowa Core: What is it? Unpacking of Iowa Core Standards is part of the PLC process

Item F) Career Technical Education (CTE) Program Meetings - Updates

- Time for CTE program discussions, etc.
- Ms. Shaefer set the stage for CTE mtgs. by explaining program partnerships, and the need for parents/community-business members to give CTE teachers feedback on course of study, POS evidences, and critical competencies – and rigor /alignment of assessments.
- All our SIAC and CTE members were invited to stay and join in and participate in our school-business partnership meetings at the end of the regular SIAC mtg.
- CTE mtgs.: Business, Family Consumer Science, Industrial Tech. and Voc. Ag. teachers met to share essential program info. , update their groups on CTE programs, courses, requirements, Plan of Study (POS) evidences, etc.

Item G) Miscellaneous Items

- Annual Progress Report to the Community from 2012-13 school year was not available for review, etc.
- Items for the 'good of the cause'

MINUTES : CAREER TECHNICAL EDUCATION (CTE) PROGRAM MEETINGS --- 10/10/13

In attendance at **FCS/CTE** Advisory meeting Oct 10:

Carla Schaefer, FCS Instructor

Charolette Heck-Parent

Jodi Bonneyu-Parent

Absent- Nancy Hagan

Discussed possible new members to invite to become part of this advisory group
Annette Nees, Head Start/ Early Childhood Educator, had been contacted and is considering joining.

Reviewed assignments/ requirements of the advisory committee as it pertains to meeting DE requirements and upcoming DE visit.
Postponed having competencies approved and assessments recommended/approved until next meeting when, hopefully, we will have more members in attendance for discussion and suggestions.

Discussed opting for the FCS POS career path follow the Human Services pathway as it opens up a wider selection of careers.

Ms Schaefer shared an example of a "Drawing Board" for this pathway which will be shared with freshmen students entering FCS next year. The "Drawing Board" is a chart indicating which High School courses are recommended for the specific chosen CTE program for the next 4 years. It also indicates which post-secondary courses are part a curriculum at DMACC, the community college CR-B articulates with. Shared the 3 courses that make up the FCS Program of Study (P.O.S.) and discussed which courses could be articulated the easiest with DMACC, since at least one course is required to be articulated. At the next advisory group meeting we will review DMACC's critical competencies for Human Nutrition and Child Development to determine which course CR-B should articulate with and recommend an 80% attainment of critical competencies be met to receive a certificate of completion which will entitle the student to receive credits for that articulated course after completing 12 credits at DMACC at no additional cost.

The next SIAC/CTE Advisory Meeting will be held at the CR-B Media Center on Nov 19 from 6-7:30pm

Submitted by Carla Schaefer

Vo. Ag. CTE:

We were missing a few members of our team due to harvest. The Ag Ed table discussed our Program of Study progress and the frustration we are having with the Ag Ed Dept at DMACC. We visited/discussed general competencies and assessments that are being put together at the state level with Dale Gruis, our Ag Ed Consultant. We discussed the new Plasma Cam software and table and the experiences that parents and past graduates have had in the Ag Ed Program and the FFA Chapter.

Submitted by Jim Heithoff

Faith, Family, Agriculture.....FFA

Ind. Tech CTE:

I briefed my program and showed what my POS would look like using Audubon's. My action steps involve mirroring the one I have for Audubon and having it ready for approval by the CTE committee at November's meeting.

Submitted by Steve Thaelke

Business CTE:

The business advisory reviewed the courses taught in the business department and discussed how it will help students transition into a business program at DMACC. The advisory members were able to review and approve the critical competencies and assessments for each course.

Anne Pudenz
Jr./Sr. High Business & Technology
Coon Rapids - Bayard CSD