

**RHINEBECK CENTRAL SCHOOL DISTRICT
COMPREHENSIVE DISTRICT EDUCATION PLAN (CDEP)
COMMITTEE MEETING MINUTES
Wednesday, March 24, 2010
8:30 a.m. - 11:30 p.m.**

Members Present

Bobbie Bie	Brent Kacur	Cynthia Ping
Victor Britton	John Kemnitzer	Shaun Ramsey
Deidre Burns	Brett King	Susan VanVlack
Edwin Davenport	Marvin Kreps	Katherine Younger
Jane Ebaugh	Bonnie Murphy	
Katelin Grande	Erin O'Brien	
Jennifer Hammond-King	Joseph Phelan	

Members Absent

Terri Kupiec	Pat Sexton
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Minutes:

The meeting began at 8:30 a.m. with review of the proposed agenda and supporting documents that were sent to committee members. The proposed agenda is as follows.

Draft Agenda

- Welcome and discussion of agenda
- Review and discussion of the CDEP and Process
- Review/Planning Superintendent's Conference Days: 2009-2010
 - April 23, 2010
 - June 25, 2010
- Professional Development Plan and Standards
 - Summer Curriculum Projects: How should the District prioritize project proposals?
- Response to Intervention update
- Technology Plan Development Process and Product: Status report
- BOE 21st Century Teaching and Learning Goal: Since several items in this regard were raised at the last meeting, I suggest that the committee have a thorough discussion of this topic.
- Code of Ethics: Sub-committee report
- Arts in Education: Next Steps?
- Review of School Climate Initiatives at CLS, BMS, RHS and next steps
- Rhinebeck Science Foundation Update: Eco-Initiative
- Budget Process for 2010-2011
- Shared Decision-Making Plan Review
- Vertical Team Status reports
- Update regarding SED initiatives and Race to the Top Funds

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Discussion of Agenda

Mr. Kreps opened with a review of the proposed agenda and invitation for additional items for discussion.

Review and Discussion of CDEP and Process

Today's meeting is an interim monitoring meeting so that the team can be prepared to make changes/revisions to the plan before it is taken to the Board of Education for approval. The goal is to leave the next CDEP meeting in May with a clear plan of revisions and a plan in place for next year's Superintendent Conference Days and professional development.

Superintendent's Conference Days for 2009-2010

April 23, 2010

Marvin Kreps explained that the Superintendent Conference Day originally scheduled for April 23rd will be a regular school day with students in attendance. In order to complete the professional development originally planned for that day Faculty will attend 6 hours of professional development in three 2-hour increments outside the regular work day. The team had a brief discussion regarding how the time will be utilized.

Chancellor Livingston School - Brett King met with grade level chairs. Part of their plan includes grade level meetings; a two-hour workshop for K-2 teachers regarding Occupational Therapy as part of RTI; Mary Fleischhauer is developing a workshop on how to work with students within the Autism spectrum; Curriculum Development w/AUSSIE initiative. A possible plan for SCD on 6/25/10 will be to have Julie LeGuen (AUSSIE consultant) work with lower grades; Brett is currently working out with faculty and staff to further articulate the plan.

Bulkeley Middle School – John Kemnitzer said that they are still under discussion; he will be meeting with team leaders tomorrow. All our SCDs have been working with Development Designs consultants so they're trying to identify other items that have been "left" behind due to all their time being slated for Development Designs. The teams have time to plan but having all content area teachers across grade levels work together to discuss eco-initiative would be profitable.

Rhinebeck High School – Ed Davenport reported that the high school is looking to debrief and take stock of the climate initiative. Another possibility would be the development of the academic code of integrity for students.

The team discussed the importance of including all faculty members (art, music, physical education, foreign language etc.) in meaningful professional development activities during the allocated time.

June 25, 2010

As of today, the District is planning on a full Superintendent Conference Day with a normal schedule. Currently, the buildings will be planning their day. Mr. Kreps suggested that working on summer curriculum might be beneficial due to budget constraints this year. Jennifer King added that we might have Wilson training for the lower grades. Bonnie Murphy asked if non-instructs have to come in since most have met the 2 day requirement Mr. Phelan said that unless program/training relates to

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non-instructs, then probably not, it would depend on what the building principals have planned. Shaun Ramsey asked if there was any discussion on splitting the day. For instance, take a half day on the 24th and the morning of the 25th and call it a day. Mr. Kreps said we need to make sure that it will work with what is planned and discussions are ongoing in this regard.

Professional Development Plan and Standards

The CDEP Team discussed how to prioritize summer curriculum projects being that some requests will have to be denied due to budget cuts. Historically, the District has funded approximately \$55,000 to \$62,000 each year and due to budgetary constraints the District will fund approximately one third of that amount. Mr. Kreps explained that most of these funds will come from Title II Grant since the general fund is where most of the cuts have been made. Suggestions included funding projects that are underway such as the Physical Education project that has been under development for several years and the Physical Education teachers are near completing it as well as mandated Technology projects. Other ideas were RTI, learning communities, 21st Century Learning, micro-projects, and AUSSIE work. Mr. Kreps explained that the District will need to realign the K-12 ELA and Math curriculum with new standards and assessments that will be adopted by the New York State Education Department. The District can hold off working on these documents until clearer information is available from the State Education Department.

A discussion followed pertaining to working on summer curriculum projects during the scheduled Superintendent Conference Day on June 25 to include some of the ideas discussed as well as projects that are limited in scope.

A memo will be distributed that explains that summer projects will be scaled back, that projects must line up with certain criteria such as the CDEP plan, the BOE 21st Century teaching and learning goal and improving school climate. It was suggested to have a committee that reviews and approves applications based on certain criteria be formed. It was decided that the customary procedure will be followed this year.

Concern was expressed that the challenging budget situation might slow down the engines of innovation and that teachers might not submit summer projects because they think it will not be approved. Summer curriculum projects allow teachers to be creative and improve curriculum which has contributed to high student achievement. The District will be challenged to be innovative in challenging budget times.

Response to Intervention Update

This item was not discussed during the meeting due to time limitations. The team will review this item during the next meeting.

Technology Plan Development Process and Product

Susan VanVlack presented draft Technology Plan and explained that the goals were broken down into Curriculum and Instruction, Professional Development, and Infrastructure. The team needs to make determinations in CDEP where technology can support the goals. The District is required to develop an

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internet safety curriculum for K-8 students. The plan calls for exploring the feasibility of implementing online courses and expanding the number of high school technology courses.

Ms. VanVlack said that having someone who can assist teachers to use technology in classrooms would be beneficial. The plan calls for the District to partner with BOCES and have a Model Schools trainer come in 1x/week to assist teachers in developing and increasing their skills in using technology.

Ms. VanVlack reported that smartboards were given to interested parties at first and now there seems to be a lot of interest among the teachers to use that technology. The High School still uses ceiling-mounted projectors which they find very effective. Memory upgrades to school desktops will help delay replacements for 1-2 years. Ms. VanVlack mentioned the mobile computer labs and what application would suffice for the buildings uses of labs?

It was suggested that the current bandwidth capacity for CLS is sufficient for the technology needs at this point, even if the staff begins using Schooltool in Fall 2010. Ms. VanVlack explained that streaming takes most of the bandwidth and that the staff has been very good about downloading during off hours and storing in their computers. At this point, improving connectivity at CLS would be expensive. At this time, it is cost prohibitive to install additional cable to increase CLS bandwidth.

Ms. VanVlack asked about dedicating a Superintendent Conference Day to technology. The District can poll faculty to determine professional development needs and generate a professional development plan that is tailored to faculty needs. The CDEP Team is planning, at this time, to use the conference day scheduled for April 1, 2011 as a District wide technology day.

Ms. VanVlack explained that the need to expand technology offerings at the high school via a Virtual High School might be beneficial.

Mr. Kreps reviewed the draft District's Technology Implementation Plan. The team discussed existing curriculum and determining gaps from standards; how to inform teachers on purposeful ways to use technology; ability to access to technology; integrating technology; developing strategies to promote parental and community involvement; full implementation of Schooltool. The committee agreed to release the plan in its current draft form for consideration by the Board of Education.

The team discussed the relationship between having computer classes and having technology integrated in the classroom. A concern was expressed that teachers may not integrate technology into classroom activities if they feel that students are receiving technology training in the computer classes was discussed. Suggestions to include content teachers in the integration process so they can see how it will be delivered would be beneficial.

A suggestion to establish a Technology vertical team was addressed. Mr. Phelan said it would help build the structure and implement the Technology Plan. Presently, the infrastructure has been well addressed and it is robust but the District is looking at technology beyond the infrastructure and it makes sense to have an organized way to answer these questions and move forward. It was decided

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that the Technology vertical team will be established and begin monitoring the Technology Plan within the CDEP.

Ms. Ebaugh requested information regarding teacher utilization of the email system for the purpose of communication both within and without the school system. Several issues were discussed in this regard and require further discussion in order to resolve them.

BOE 21st Century Teaching and Learning Goal

Mr. Kreps asked for a clearer understanding of the Board of Education goal and whether we have engaged fully as an organization to understand what the goal means. Should it be guiding our thinking in curriculum and programs? Ms. Burns distributed a copy of the BOE statement for review and commented that the Board is looking for teachers to define that – it’s a vision not a directive. Mr. Phelan stated that it might be helpful if questions that have arisen from vertical teams be brought to the BOE so they can revisit to tweak language, if necessary. This topic would be a good discussion for the District’s departments -- sharing with others and seeing what others are doing would be profitable.

Presently, many teachers are already doing things in this area, however there is insufficient time to share best and promising practices. 21st Century teaching and learning strategies should be defined at the vertical team level. Questions such as, “What kind of professional development should the District craft to move this forward”? “How best to create a context for collaborative dialogue”? The team agreed that if 21st Century teaching and learning is going to be a priority then time and resources need to be allocated to achieving the goal.

Code of Ethics: Sub-committee report

Due to time limitations this topic was not discussed

Arts in Education: Next Steps?

Due to time limitations this topic was not discussed

Review of School Climate Initiatives at CLS, BMS, RHS

Due to time limitations this topic was not discussed

Rhinebeck Science Foundation Update: Eco-Initiative

Mr. Kreps distributed a document and reported that the eco-initiative is underway and going well. Rhinebeck Science Foundation is funding mini-grants and have funded approximately \$19,000 so far.

Budget Process for 2010-2011

Due to time limitations this topic was not discussed

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Shared Decision-Making Plan Review

Mr. Kreps went over the Shared Decision Making Plan as the team voted. Completed document was given to Mr. Phelan to submit to the Board of Education.

Vertical Team Status reports

Mr. Kreps distributed copies of the vertical team notes and asked that the CDEP team review. At our next meeting, the team will be able to review recommendations from the vertical teams.

Update regarding SED initiatives and Race to the Top Funds

Mr. Kreps referenced the power point presentation he sent out earlier and encouraged the team to read the Race to The Top application document and the common core standards project. There're 4 main points embedded in the SED initiatives:

- Are kids college ready?
- Are kids career ready?
- 21st Century learning & teaching
- International benchmark tests

The State Education Department is planning to use student growth data to determine student achievement. The student achievement data will be tied to teacher, principal, and building. Districts will be required to address the new regulations by updating their Annual Professional Performance Review Plans. The team was encouraged to review the common core standards document as the State Education Department and the Board of Regents are intending to adopt the new standards. This adoption could have great implications for future curriculum, instruction, and assessment in the District.

At this time New York State remains a finalist in the Race to the Top program. Ms. Burns commented that the funds will go to low performing schools; our district might not see any of it due to the fact the Rhinebeck has a relatively small population of Title I eligible students.

Meeting was adjourned.