

**RHINEBECK CENTRAL SCHOOL DISTRICT  
CDEP COMMITTEE MEETING  
MINUTES  
October, 31 2007**

**Members Present**

Ed Davenport	Katelin Grande	Bonnie Murphy	John Kemnitzer	Susan VanVlack
Ed Sullivan	Kathy Younger	Shaun Ramsey	Joseph Phelan	Marvin Kreps
Deirdre Burns	Pat Sexton	Beth Graziano		

**Members Absent**

Brent Kacur	Jennifer King	Jane Ebaugh
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Greeting and Introductions

Overview of agenda and ground rules

Review of the process leading up to CSEE student survey

Ground rules:

- after clarification of ‘coaches prerogative’ committee agreed to change wording to ‘facilitators prerogative
- clarification that a lunch break is only provided on all day meetings

The District will make reasonable attempts to alternate Comprehensive District Education Planning Team Meeting times between A.M. and P.M. sessions.

It was requested that the minutes from Vertical Teams to be distributed to all stake holders via website and distribution by members to relative/interested parties. A reasonable attempt will be made to ensure that relevant stakeholders receive the minutes/reports from the vertical team meetings.

It was noted that CLS representatives regularly present minutes to colleagues at faculty meetings.

Curriculum Office will work on generating distribution lists for electronic transmissions of minutes to relevant staff.

The Comprehensive District Education Planning Team ground rules were accepted by the committee.

Marvin Kreps gave brief overview of the Comprehensive District Education Planning Team process and document content and opened the discussion for any questions or clarifications by the members.

Kathy Younger requested clarification regarding pg. 30, Student Support Services Goal #2 (‘...the district will ensure that the SSS Vertical Team will collect and analyze data and develop a rationale to support hiring a full-time social worker at Chancellor to meet a broad range of identified student needs’) This was posed in light of the transitioning of the Astor Social Worker in the middle school and high school to a District employee instead of contracting for her services with Astor.

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Marvin Kreps provided the Comprehensive District Education Planning Team with a history and evolution of the decision indicating the team did not come to consensus on a recommendation to the full Comprehensive District Education Planning Team. Joe Phelan added that the committee recommendations are not the only source of budgetary decisions and recommended a clarification of the vertical team process and that a Comprehensive District Education Planning Team process is necessary so that all members are cognizant of the procedure. It was suggested that the Student Support Services Vertical Team should collect relevant data and present a rationale to the Comprehensive District Education Planning Team for their consideration. After lengthy discussion, facilitator suggested that the Student Support Services team be convened as soon as possible to work in force on the subject of CLS' need for social worker and present rational at the January 17, 2008 Comprehensive District Education Planning meeting. Deirdre Burns asked that the Student Support Services Vertical Team considered the alternatives between hiring a psychologist or a social worker. The Student Support Vertical Team did consider these options and that this discussion contributed to not being able to come to consensus on a recommendation.

Introduction of Darlene Faster from Center for Social and Emotional Education (CSEE)

- Presentation of the Comprehensive School Climate Inventory (CSCI) that Student Support Services Vertical Team recommended to Comprehensive District Education Planning Team.
- Overview of the implementation process
- Sample analysis was provided to the Comprehensive District Education Planning Team
- Explanation was provided on how the Center for Social and Emotional Education recommends that data from the survey be disseminated and consequent action plans developed based on research based best practices.
- The Team had a lengthy discussion regarding how and when to administer the survey so that the District can maximize the participation rate of parents, students, and school personnel.
- Clarification on the differences with regard to on-line or paper participation was provided.
- Need for building level coordinators - with suggestion that building level members of the Student Support Services Vertical Team assist in coordinating the administration of the survey. It was recommended that the District begin outreach in December with a goal of mid-January administration of the survey.
- HS decision: paper for students, on-line for staff, option of both for parents/guardians
- CLS decision: on-line for students, on-line for staff, option of both for parents/guardians
- BMS decision: on-line for students, on-line for staff, option for parents/guardians

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February 15 Superintendent Conference Day planning:

- District will provide lunch and coffee with light refreshments at both buildings.
- CLS will continue with the Responsive Classroom training.
- BMS/RHS staff has expressed an interest in submitting plans in advance for their work on Superintendent Conference with an interest in technology training, department time or individual professional development. It was suggested that perhaps the day could be split between HSSSE analysis/planning and faculty arranging their own professional development with their respective principals.
- BMS is considering continuing their work on Middle Level Education and possibly bringing Linda Ruest back to the District.
- RHS would like to continue work on survey results regarding safety and bullying and the principal will consider the suggestion by faculty to arrange their own professional development.
- At the next Comprehensive District Education Planning Team meeting in January final plans for the meeting will be decided.

Pat Sexton expressed her concern/interest in further developing the district arts-in-education program. Offered to work directly with Marvin Kreps on creative programming for teachers and students. A meeting between Marvin Kreps and Pat Sexton will be scheduled to discuss next steps.

A concern was raised about class size in grade 4 at CLS. There is a concern that the needs of the students might not be adequately met by the strategy of F/T teacher assistant hired to assist the larger class numbers. The District will analyze and assess student growth from year to year to generate potential objectives for Comprehensive District Education Planning Team. It was discussed by the Comprehensive District Education Planning Team if this issue is a matter that the Comprehensive District Education Team should be considering. No resolution was reached on this topic.

It was suggested that the District should consider developing an attendance policy for CLS. This item should be discussed at future meetings.