

**RHINEBECK CENTRAL SCHOOL DISTRICT  
COMPREHENSIVE DISTRICT EDUCATION PLAN (CDEP)  
COMMITTEE MEETING MINUTES  
Wednesday, May 19, 2016  
8:30 a.m. – 11:30 a.m.**

Stephanie Baird  
Nancy Erlanger  
Brett King  
Erin O'Brien  
Megan Rodier  
Liz Yearwood

Ed Davenport  
Steve Jensen  
Marvin Kreps  
Joseph Phelan  
Laura Schulkind

Clare Dwyer  
John Kemnitzer  
Diane Linenbroker  
Cynthia Ping  
Kelly Mahoney-Toussaint

**Present**

**Absent**

Bobbie Bie  
Carmela Fountain

Victor Britton  
Susan Van Vlack

Jackie Dedrick  
Cassi Wintermantel

Mr. Kreps opened the meeting by updating the CDEP members on the last CDEP meeting and Superintendent Conference Days as well as detailing the contents of the folders given out to each participant. The CDEP draft document reflects the efforts of the CDEP team to gather input from teachers, administrators, non-instructional staff, and family/community members to develop the three strategic goals outlined in the plan.

Dr. Jaeger reviewed the agenda for the meeting which included a review of the Draft CDEP Plan. The discussion focused upon the document structure, plan for use and completion during 2016-17, CDEP Activity timeline for 2016-17, and the Committee's recommendations to the Board of Education. It was noted that the Board of Education has been apprised of the ongoing CDEP work and is expecting to approve recommendations over the summer of 2016.

Dr. Jaeger referenced the updated timeline for the remainder of this school year. The District is currently in the drafting phase with the hopes of reviewing, revising, and endorsing the CDEP Draft. Dr. Jaeger reported that many of the theory of actions proposed by various faculty and staff members exist in the actions undertaken by upcoming summer curriculum work.

Dr. Lloyd outlined the structure of the Draft CDEP document. The District Needs/Areas for Improvement page outlines the three strategic goals. The root cause and rationale columns will be completed after data analysis and further study by faculty and administration. Although the CDEP team has not spent much time on data analysis; it is understood that there is a gap between the current state of the District and the desired state of the 2022 moon shot.

The team discussed the need to review the metrics the District uses to measure student achievement as it is necessary to continue the discussion regarding indicators of success related to the long term goals in the plan. Dr. Jaeger indicated that an important aspect of the work of next year will be to supplement the data sources currently in use.

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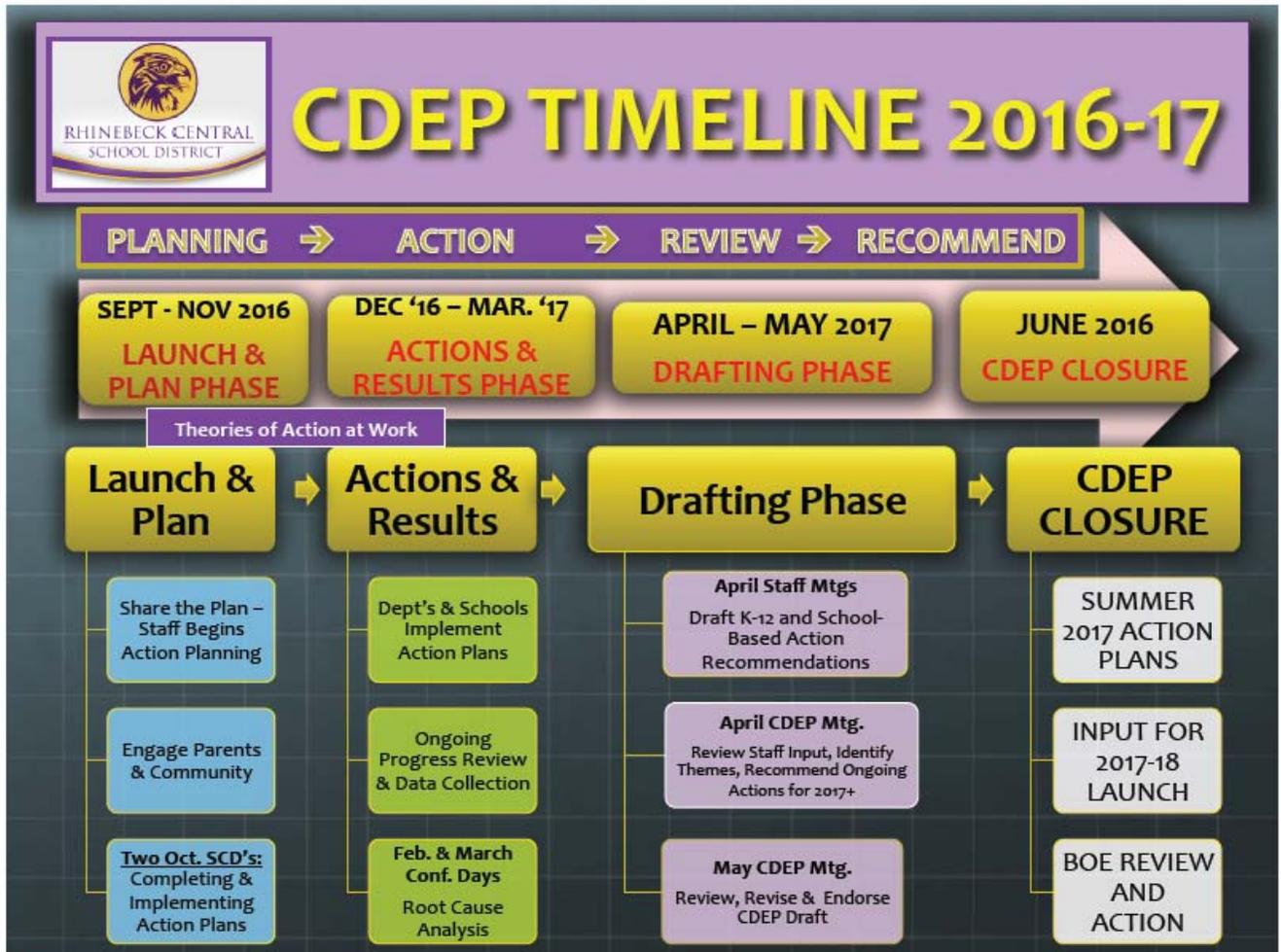
There is a consensus of opinion from all stakeholder groups that student achievement, school climate and student social-emotional development are strongly associated. The third long term goal pertaining to stakeholder collaboration emerged as an important focus to support the effort to achieve the long term goals pertaining to students.

After a review of the document structure, Dr. Jaeger reviewed the proposed plan for the use of the CDEP plan. The three strategic goals represent the areas of:

- Academics and achievement
- School climate and social-emotional development, and
- Professional development and collaboration.

The Theories of Action, as developed by each stakeholder group, have been broken down under each strategic goal by District and each school building. The schedule of implementation, person responsible, resources, etc. will be completed during CDEP work in 2016-2017. Dr. Jaeger directed CDEP members to review the folders at each table which contain the supporting documents of the theory of actions generated by the faculty.

Dr. Jaeger reviewed the proposed timeline of CDEP activities for school year 2016-17.



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- During the Launch & Plan phase, the District will share the Plan with the staff and have the staff begin to act on theories of action. Also, the District would engage the parents and community. The CDEP team will look to review, revise and finalize the action plans during the Superintendent Conference days in October.
- During the Actions & Results phase through March 2017 departments and schools will continue to review qualitative and quantitative data in order to complete the root cause analysis.
- Drafting phase will continue through May 2017.
- The CDEP closing process will include that finalization of the multi-year plan to achieve long term goals by 2022.

The team discussed the possibility of Dr. Jaeger working with teacher teams to facilitate effective collaboration among all participants. Dr. Jaeger suggested a quick break for discussions at each table on how this could have meaning individually. Team members expressed agreement in giving active thought to ensure collaboration and individual engagement. Mr. Kreps added that one of the strategic goals is professional development and collaboration which has been a gap area in the process. This goal emphasizes the importance of all stakeholders meaningfully collaborating in groups and faithfully implementing identified strategies individually to achieve the long term student outcomes.

The CDEP conducted an extensive discussion of how best to utilize available time during school year 2016-2017 to review, revise and achieve the goals articulated in the plan. After deliberation, it was agreed to use superintendent's conference days and two-hour after school sessions, to the extent possible, to provide time for faculty, staff and administration to collaborate both K-12 and at the school level. Effort will be made to strategically place the two-hour after school sessions on the calendar to support the ongoing work. Moreover, it was agreed that at least four CDEP meetings will be scheduled during school year 2016-2017 in a manner that provides opportunity to provide ongoing monitoring, guidance and evaluation of progress toward goals and objectives.

It was emphasized that it remains important to focus on engaging family/community as feedback from stakeholders indicates a priority to ensure community engagement that is inclusive of parents. Both teachers and parents indicated a level of frustration with the lack of parent teacher engagement and collaboration.

The team briefly discussed how to best promote the recently adopted new Mission, Vision and Core Values document to enhance the Rhinebeck brand and communicate with all stakeholders of the educational community by using various outlets such as posters, banners, merchandizing (pencils, etc.), and digital platforms. It was agreed that this is an important next step and ongoing work will be completed in this regard.