

**RHINEBECK CENTRAL SCHOOL DISTRICT
CDEP COMMITTEE MEETING
MINUTES**

**February 4, 2009
8:30a.m. - 11:30a.m.**

Members Present

Bobbie Bie	Jennifer Hammond-King	Shaun Ramsey
Victor Britton	Brent Kacur	Patricia Sexton
Deidre Burns	John Kemnitzer	Susan VanVlack
JoAnn Conlon	Marvin Kreps	Katherine Younger
Edwin Davenport	Bonnie Murphy	
Jane Ebaugh	Joseph Phelan	
Katelin Grande	Cynthia Ping	

Members Absent

Terri Kupiec

Minutes:

The meeting began at 8:30 a.m. with Marvin Kreps reviewing the proposed agenda. The proposed agenda is as follows.

- Welcome and discussion of Agenda
- February 13, 2009 Superintendent's Conference Day Planning
- Discussion of 2009-2010 Conference Day Schedule and Plan
- Response to Intervention Update
- New Student Management System Update
- 2009-2010 Budget Discussion
- Revision to CDEP
- Other

Discussion of Agenda

Marvin Kreps opened with a review of the proposed agenda and invitation for additional items. The minutes from November 3, 2008 CDEP meeting as well as Summary from Johanna Duncan-Poitier (State Education Department) regarding Grades 3-8 Math and English Language Arts Testing Policy were distributed to members present.

February 13, 2009 Superintendent's Conference Day Planning

The faculty of Chancellor Livingston Elementary has completed the five day training of the Responsive Classroom Model. The Chancellor faculty will be meeting by grade level and discipline based teams to discuss the AUSSIE literacy initiative, report cards, and Responsive Classroom. Agenda for each of the teams will be developed in collaboration with the building principal. Special Education and AIS will start planning for next year.

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The faculty and administration of Bulkeley Middle School will be participating in the second day of the five day institute entitled Developmental Designs. This training is based upon the same model as the Responsive Classroom model currently in use at Chancellor Livingston Elementary School. The institute will carry over into the 2009-2010 school year conference days.

The faculty and administration of Rhinebeck High School will be participating in a workshop presented by the Center for Social and Emotional Education on topics related to improving school climate at the high school level. A second presenter will work with non-instructional staff on problem solving, supervising students, etc. Both workshops will be a continuation of previous workshops developed in cooperation with the Center for Social and Emotional Education conducted earlier in the year on conference days.

The Board of Education would like to review materials from Responsive Classroom, Developmental Designs and The Center for Social and Emotional Education. Material will be forwarded to Mr. Phelan for the Board of Education.

Discussion of 2009-2010 Conference Day Schedule and Plan

Superintendent Conference Days for the 2009-2010 school year will be a little different in that we will not be able to have two Superintendent's Conference days together in the beginning of September. We will have one in September, one in November (Election Day – county wide), one in February and one in June. The calendar is currently under development and is projected to be ready sometime in March.

In order to be efficient with funds due to budget cut-backs, the committee discussed cutting back on consultant visits and focusing on providing our own professional development opportunities. A discussion of future professional development ideas included the following ideas: staff training for new student management system; providing time for faculty to implement ideas from past professional development workshops/sessions; have colleagues from within the District present; have teachers work on special projects within their discipline; take advantage of Special Education/Academic Intervention Services teachers; have differentiated time to learn from each other (professional learning community); use a day to work on standardizing how teachers give assessments; have teachers break down by disciplines for the Middle School and the High School and/or have teachers visit other school's programs and then present findings to staff. It was suggested that each building bring an agenda to the May Comprehensive District Education Plan (CDEP) meeting with proposals that reflect this conversation and with stakeholder input. Sexual harassment training and Blood Borne Pathogens training will be conducted next year in the same manner as this year utilizing a combination of face to face training and the cyberschool.

The Superintendent's Conference Day in November of 2009 is a county-wide day. The District is interested in participating if the planned activities are related to district identified needs. Possibly BOCES could consider providing workshops on the topic of Response to Intervention. The Comprehensive district Education Planning Team will discuss this topic at their May meeting allowing Marvin Kreps to gain more information regarding the county-wide plan.

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Further discussion surfaced the recommendation that teachers be provided the opportunity to develop an individualized professional development plan to be submitted to building administrators who would collaborate to ensure accountability for time used on Conference Days. The investigation of the Professional Growth Plan model was discussed but it was suggested that the Annual Professional Performance Review process currently accomplishes this goal by providing teachers with the opportunity to pursue an Alternative to Formal Observation Evaluation. Many very high quality projects have been developed by the teachers who have taken advantage of this opportunity. The Committee recommended that the agenda and minutes of Comprehensive District Education Planning Team minutes be e-mailed to Comprehensive District Education Planning Team members, posted in faculty bulletin boards for staff and posted on the District's website. In addition, it was suggested that suggestions for Comprehensive District Education Planning Team meeting agenda items be solicited from the faculty and staff by posting a sheet in each of the faculty lounges.

Response to Intervention Update

The State Education Department is requiring school districts to adopt a Response to Intervention (RTI) approach starting July 1, 2012. This means that Districts need to begin the process of planning to develop Response to Intervention programs. Teachers and administrators from the District are attending a five day RTI workshop presented by Jim Wright (an expert in the area of RTI). The workshops will be completed in March 2009. The District will need to conduct an analysis of existing programs to determine alignment with the new regulation.

The committee agreed that the District needs to make faculty and staff aware of the upcoming RTI regulation. Faculty and staff will be involved in the development of the RTI approach here in Rhinebeck so they will need to be fully briefed and included at each stage of development. The Academic Intervention Services Plan will need to be updated in light of the RTI regulation and presented to the BOE. The CDEP team agreed that the AIS Vertical Team should consider RTI and make recommendations for changes in the current AIS plan.

It is important to note that RTI has implications for all aspects of the academic program including general education, special education, and Academic Intervention Services. In order for the initiative to be successful the District will need full stakeholder participation and buy-in.

New Student Management System Update

School Tool is the new student management system selected to replace SASI. SASI will no longer be supported by Pearson Learning as of the end of the 2009-2010 school year. The process of migrating data from SASI to School Tool will be underway shortly. The intention is to have School Tool ready for the start of the 2009-2010 school year. It was expressed that the elementary school teachers would like to explore the possibility of using electronic report cards. It was agreed that we will coordinate with the MHRIC to start investigating the possibilities of customizing a report card for the elementary school.

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2009-2010 Budget Discussion

Due to aid reduction from the State, BOCES aid frozen, and investment income not as expected, the District will need to cut approximately \$650,000 from the budget in order to propose a 4% increase in the budget for next year. Administrators were asked to present 3 tiers of cuts (50K, 100K, 150K). It is anticipated that budgeting is going to be challenging for the next few years. It is likely that the proposed cuts will impact programs. The CDEP team was asked to look for ways to keep costs down, how to reallocate funds, but to continue to plan for the long range. The facilities and finance committees are currently involved in strategic planning.

CDEP Revisions

The CDEP plan will be updated and revisions will be recommended from the Vertical Teams. The document will have an additional column for facilities needs.

Other

The State Education Department is currently reviewing K-12 English Language Arts Core Curriculum. The revised core will include literacy competencies at the High School level and include 21st century literacy skills at all levels. The Board of Regents has asked the SED to develop a new set of grade 3-8 ELA and Math assessments that will be sensitive enough to measure annual student growth. In addition they are considering changing the dates of testing by perhaps moving testing dates to later in the school year so that students have almost a full year of instruction before having to take the test. A survey will be made available to the field to get feedback prior to making final decisions.

Future agenda items

- Discuss Technology Plan.
- It was suggested that the Non-Instructional staff be told what future Superintendent's Conference Day they will be required to attend so that they can plan accordingly. In addition, it was requested that the District plan meaningful professional development for those staff.
- Perhaps CPR refresher courses could be offered for interested faculty and staff. This will be included in the conversation at the May CDEP meeting when the agenda for the conference days will be set.