

CDEP COMMITTEE MEETING MINUTES

Thursday, September 28, 2006

8:30am – 11:30am

District Professional Development Room

MEMBERS PRESENT

Ed Davenport	Katelin Grande	Mary Winkler	John Kemnitzer
Marla Ulrich	Susan VanVlack	Ed Sullivan	Katherine Younger
Shaun Ramsey	Jennifer Hammond-King	Joseph Phelan	Jane Ebaugh
Dean Vallas	Patricia Sexton	Julie Turpin	
Marvin Kreps: Facilitator	Regina Recchia: Minutes		

MEMBERS ABSENT

No Members Absent

The meeting convened at 8:30 a.m. with an overview of the agenda (attached) and description of enclosures in the packets that were distributed to participants. Marvin Kreps requested that the CDEP Committee consider setting an email distribution list through which all communications in the future will be handled. This includes all future paper documents be sent via email attachment. The CDEP Committee agreed.

The CDEP Committee discussed the Superintendent's Conference Day scheduled for October 10, 2006. Marvin Kreps provided a brief overview of the proposed schedule for the day. Members received a copy of the proposed memo and schedule for the day. Susan Van Vlack suggested that the schedule of events reflects the exact location of the presentation for the High School and Middle School faculties. That information will be added to the schedule of events. Marvin Kreps explained that the schedule reflects the recommendations from the CDEP Student Support Services Vertical Committee. Based upon presentations from a Superintendent's Conference Day held in February 2006, it was recommended that the Middle School and High School faculties attend a presentation by a representative from The Center for the 4th and 5th Rs at SUNY Cortland. The District is fortunate enough to have Dr. Thomas Lickona, the founder and director of the Center, to present on the topic of his most recent study, co-authored with Dr. Matt Davidson, entitled "Smart and Good High Schools". Marvin Kreps noted that copies of "Smart and Good High Schools" will be provided to each participant. The faculty and staff of the Chancellor Livingston Elementary School will attend presentations on the basic principles of the Responsive Classroom Model. Copies of the books, "Rules in School" and "The Morning Meeting Book" will be provided to teachers at Chancellor. Dr. Sullivan indicated that Chancellor would establish a building level volunteer committee to implement the Responsive Classroom model. It was suggested that fully implementing the Model might involve an evaluation of the master schedule at Chancellor to accommodate for the Morning Meetings.

Marvin Kreps indicated that coffee, light morning refreshments and lunch will be provided by the District at both campuses. The CDEP Committee approved the schedule for the Superintendent's Conference Day.

The CDEP Committee discussed the planning for the Superintendent's Conference Day scheduled for February 16, 2007.

At the last meeting of the CDEP Committee in June 2006, the Committee had agreed that the February 16, 2007 Conference Day would be allocated to topics associated with literacy and the implementation of the AUSSIE literacy project. Marvin Kreps asked if this was still the plan for that day. A lengthy conversation ensued that included, but was not limited to the following topics: Should all teachers in all disciplines participate? Should the teachers of disciplines such as Art, Physical Education, Music Teachers, etc., be allowed to pursue topics of direct interest to their respective disciplines?



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It was decided by the CDEP Committee that all faculty and staff have responsibility to be involved with the teaching of literacy knowledge and skills and therefore should participate in the conference day designated for training around literacy issues. The CDEP Committee agreed that it important to send the message that all disciplines share in the responsibility to teach literacy skills and knowledge. However, the Committee suggested the following:

- The District needs to contact the AUSSIE consultants and discuss a format for the day that includes all disciplines.
- The workshops should explore ways in which all disciplines can plan literacy-focused lessons that support students as they work to meet the New York State Standards in English Language Arts.
- The District should engage the AUSSIE consultants in supporting teachers as they develop lesson plans.
- The District should solicit feedback regarding their specific needs in literacy instruction from faculty and staff via a needs assessment instrument, the results of which would form the basis of presentations on the conference day.

Marvin Kreps provided the CDEP Committee with a review of the status of CDEP related goal activities. The Committee briefly discussed the changes made to the CDEP document and presented to the Rhinebeck Board of Education this past summer. The existing plan is in effect until June of 2007, at which point the Committee will have to complete the analysis and revision of the existing plan.

Marvin Kreps provided the CDEP Committee with an overview of the AUSSIE project.

The District sent more than thirty faculty and staff to the Summer Reading Comprehension Institute and completed twenty consultant days last school year.

Pursuant to the recommendation of the English Language Arts Vertical Team and the CDEP Committee, the District has scheduled twenty consultant days with AUSSIE consultants for 2006-2007. Twelve days are allocated to the K-5 program, and eight to the grade 6-9 program. To date the District has experienced success with the AUSSIE consultants. It is reported that they are very knowledgeable and skilled, as well as in possession of high quality human relation skills. The District will continue working with the consultants until the capacity has been built to sustain the implementation of the research based skills and strategies recommended by the AUSSIEs.

Going forward the District will need to determine future training needs and related budget requirements. It was recommended by the Committee that the District continuously evaluate the success of the AUSSIE project by conducting a thorough data analysis. In addition, the Committee recommended that the District explore ways to communicate with and inform the larger Rhinebeck Community about the project to improve the K-12 English Language Arts program. The following ideas were suggested:

- The District should consider presenting the AUSSIE program at the PTSO general meeting.
- An article about the project should appear in an upcoming Resource Newsletter and
- Information should be posted on the District website.

Marvin Kreps agreed to follow up on these suggestions.

It was reported to the CDEP Committee that the New Teacher Mentor Program is continuing to be successful. All new teachers and mentors participated in the annual two-day program on August 28 and 29, 2006. It was suggested that during the revision process this year the District consider writing a New Teacher Handbook and to reconsider the eligibility of new faculty for a mentor who are employed less the .5 FTE. It was agreed that both of these topics required further discussion.



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The CDEP Committee was informed as to the status of the curriculum projects initiated pursuant to the CDEP Action Plans.

K-12 Mathematics: Project initiated summer 2006

K-12 ELA: Project initiated summer 2006

K-12 Physical Education: Project initiated summer 2006

K-12 Art: Is complete and is in the final stages of publication for presentation to the Rhinebeck Board of Education for their approval.

K-12 Music: Project initiated summer 2005 and is still in development

MS/HS LOTE: Project initiated summer 2005 and is still in development

Joseph Phelan reported to the CDEP Committee that at their last meeting the District Strategic Planning Committee (DSPT) decided to become a sub-committee of the CDEP Committee. This will entail the DSPT meeting fewer times per year and will have members from the CDEP on the Committee. The Building Level Planning Committees will continue to meet and continue to work on achieving their respective missions. The following CDEP Committee members volunteered to serve on the DSPT: Susan VanVlack, Katelin Grande, Mary Winkler, Ed Davenport, Julie Turpin.

The CDEP Committee discussed a plan to review and revise the current Comprehensive District Education Plan which is approved by the Board of Education through June 2007. A brief discussion of the process that the Committee used when they wrote the current plan occurred. The Committee agreed that it was not necessary to rewrite the plan totally but rather the Committee should thoroughly review each section and revise only those sections that require changes. The Committee agreed that each of the Vertical Committees should meet and conduct a thorough review of their respective sections and make recommendations for revision to the CDEP Committee. In addition, there will be a data Committee convened to analyze existing data and generate a report to the CDEP Committee. The report will be used to assist in setting goals within the Action Plan section of the plan. The CDEP Committee approved the creation of an ad hoc Data sub-committee. The following members volunteered to serve on this committee: Jennifer Hammond-King, Susan Van Vlack, Kathy Younger.

The Committee set the goal of integrating the Technology Plan into the Action Plan Section of the CDEP as both Plans are being revised during the 2006-2007 school year.

It was agreed that at the next CDEP Committee meeting scheduled on December 4, 2006 the Committee will receive status reports from the various Vertical Teams and sub-committees and based upon this information will begin the process of revising the sections of the plan found on pages 1-11 in the Comprehensive District Education Plan. It was suggested that each CDEP Committee member thoroughly review this material both personally and with their respective stakeholders and be prepared at the next meeting to begin working on this at the meeting in December.

The meeting was adjourned at 11:30 a.m.

The following is the CDEP Committee meeting schedule for remainder of the 2006-2007 school year:

- Monday, December 4, 2006: 11:30 a.m. - 2:30 p.m.
- Wednesday, January 24, 2007: 8:30 a.m. - 11:30 a.m.
- Thursday, March 1, 2007: 8:30 a.m. - 11:30 a.m.
- Wednesday, May 9, 2007: 11:30 a.m. - 2:30 a.m.

All meetings will be held in the District Professional Development Room on the CLS Campus

