

**Boyertown Area School District
Curriculum Committee
March 18, 2014
Minutes**

Dr. Christman, Curriculum Committee Chair, called the meeting to order at 7:42 pm in the Education Center Board Room.

Board members in attendance: Dr. Christman, Mrs. Dennin, Mr. Elsier, Mrs. Hartford, Mr. Landino, Ms. Neiman, and Mrs. Usavage

Administration in attendance: Mr. Miller, Mrs. Woodard, Mr. Scoboria, Mr. Major, and Mr. Szablowski

BASD Staff in Attendance: Marilee Cassidy and Maureen Siwik

Members of the Public: 1

Everyone recited the Pledge of Allegiance to the Flag and observed a moment of silence.

The minutes from the February 25, 2014, meeting were accepted with the following amendment:
Mr. Landino asked to have the minutes amended to include his question related to the specific outcomes we hope to achieve and how we will measure program success.

Public Comment

There were no public comments.

Presentation and Discussion

Dr. Christman began by welcoming everyone and introduced Mrs. Woodard.

To begin, Mrs. Woodard introduced Mrs. Cassidy and Mrs. Siwik and explained that they are here this evening to share information related to the school counseling department.

Mrs. Cassidy and Mrs. Siwik provided a powerpoint presentation titled BASD School Counseling Department – Helping Students Succeed. Highlighted within the presentation were the current counseling caseloads across the district as well as the counselors’ mission statement. The mission statement is “To help students succeed academically, socially and emotionally in school and community”. Then Mrs. Cassidy explained the key areas of focus for the counseling department which included: academic development, career development and personal/social development. While discussing career development, Mrs. Siwik explained the different activities that the students engage in to develop their career exploration which ultimately leads to the career portfolio. This year the students participated in a business visit and focused on soft skills, being on time, dressing professionally, and piercings. At the end of the day, all of the students came back together and debriefed with the counselors. It helped to reinforce the day and think about their reflection piece that would be a part of their career portfolio.

They also discussed the BCTC visits in 9th grade. Interested students can sign-up to view the different programs that they are interested in. It was also explained that the BCTC is become increasingly rigorous and competitive in their selection process.

Mr. Elsier asked what is being done to address the soft skills that are needed in business such as leadership, change, planning, organizing, and writing. Mrs. Cassidy shared that through the work habits and social skills sections of their program these skills are being addressed. She also shared that some of this occurs in the classroom on a daily basis. Additionally, she shared that counselors do go into the classrooms to also address some of these needs through social skills lessons in the elementary schools.

Mr. Elsier went on to describe how his 10th grade son is participation in team activities assigned through his biology teacher. He explained how important the soft skills are in the business world.

Mrs. Dennin asked if the BCTC is open to all 9th grade students. The presenters explained that the career exploration program has changed over time and we no longer participate. Additionally, they shared that we typically don't send 9th graders to the BCTC.

Mrs. Dennin also asked if all levels of students can attend. The presenters shared that the BCTC is looking for good, high quality students. The entrance has gotten harder especially in some of the more technical areas.

Mr. Elsier shared that he knows there are students that go to BCTC and continue on to 2 year, 4 year and technical schools.

Mrs. Siwik went on to explain a typical day for a school counselor to give the committee a better understanding of what the counselors do each day to support our students. They also explained to the group the different supports they offer to parents and staff in support of students. Finally, Mrs. Cassidy shared time study data from the 2012-13 school year. She explained that the time study data allows us to compare what is happening to the ASCA model. Mrs. Cassidy highlighted the numbers and explained some of the discrepancies from the ASCA model.

Mr. Landino asked for examples of non-school counseling tasks. Mr. Scoboria clarified why the current structure causes the higher non-school counseling tasks at the elementary buildings.

Mrs. Usavage shared that she was the board representative for the counseling committee and shared that she has seen the evolution of the career portfolio. Additionally, she shared her experience from her child going through the process of the career portfolio. Additionally, she shared that students have a connection with a counselor which has been very helpful. Finally Mrs. Usavage offered a thank you to the school counselors for everything they do.

Mr. Landino also thanked the group for coming and helping him to understand the school counseling department.

Mrs. Dennin also shared the positive experience her children experienced with the career portfolio as well as the 1-on-1 connection to the counselor. She explained that a caseload of 400 students is difficult for the counselors. Mrs. Dennin went on to suggest that we should have

college counselors but recognized that we can't afford it. Finally, she shared that she believes counselors get a bad rap but the reality is they don't have the time or resources to provide true guidance.

Mrs. Woodard then transitioned to a presentation that she and Mr. Miller presented as an update on the 1-to-1 Computing Initiative.

Mrs. Woodard began this discussion by sharing the goals of the 1-to-1 initiative which include:

- Increase students' abilities in the following 21st century areas:
 - Collaboration
 - Communication
 - Creativity
 - Critical thinking
 - Increase students' engagement in meaningful learning
 - Prepare students for college and career

Mr. Miller next gave an overview of where we are on the initiative and the recommendation. He explained that through conversations with different groups including the curriculum committee, high school teachers, and schools that have already initiated 1-to-1 programs they are here tonight to make a recommendation that is slightly less aggressive but will help to ensure success. The recommendation includes the following:

2014-2015:

- Provide classroom sets of netbooks to core team of tenth grade high school teachers

2015-2016:

- Provide all tenth grade students with netbooks
- Provide classroom sets of netbooks to core team of eleventh grade teachers

2016-2017:

- Provide all eleventh grade students with netbooks
- Provide classroom sets of netbooks to core team of twelfth grade teachers

Cycle will continue until BASH (grades 9-12) is fully 1:1

Mrs. Woodard then explained that by following this roll out, we can thoroughly professionally develop the staff in the integration of technology. By providing this support, we can ensure the staff will be ready to use the devices when they are given them. Additionally, this plan allows us to build capacity throughout the building by including teachers from the start working through problems with a small group before the devices are introduced to much larger groups.

Mrs. Woodard also discussed the professional learning plan for this initiative which includes:

- BASH faculty meeting discussion – April
- Needs assessment surveys of entire BASH staff, students, and parents - Spring
- Late spring – Identify first core team of teachers
 - Administer the LoTi survey to identify the instructional habits of this specific team
 - Summer PD days with the core team
- Fall 2014 – Continue professional development and monthly implementation meetings
- January 2015 – Report out to BASH faculty as a whole specifically concentrating PD with remaining tenth grade teachers

Mr. Miller then shared how the initiative will be monitored. Highlights include utilizing the core team to identify specific “Look Fors” related to instructing with technology. He went on to share that data will be collected through ongoing walkthroughs based on the developed “Look Fors”. Additionally, survey data will be compared pre and post implementation, and finally, student survey data will be analyzed.

Finally, Mr. Miller shared the estimated costs of the initiative as shown below:

2014-2015:

- 250 units
- *400 existing units will be refreshed with netbooks
- $250 \times \$440 = \$110,000/3 = \$36,667$

2015-2016:

- Estimated cost - \$100,000

2016-2017:

- Estimated cost - \$200,000

The initiative will be funded through a transfer from the general fund to Technology Reserve Budget.

The following questions were asked during the presentation:

Mr. Landino asked if the purchase of computers is for incoming 10th graders or if it is for the next grade each year? Mr. Miller and Mrs. Woodard explained that the computers would actually be purchased for each incoming group of students.

Mrs. Hartford asked for clarification related to the number of computers we would be leasing. Mr. Miller and Mrs. Woodard explained that we will only be leasing an additional 250 devices yet we will have 650 to deploy because of a scheduled refresh of 400 devices.

Mr. Landino asked if we can explore cost savings measures to offset some of the cost. Mrs. Woodard share that we will be utilizing funds from savings through the follow me printing initiative, the consolidation of printers, and the self-insured program.

Ms. Neiman brought up concerns related to electronically submitted work being able to be changed. The group discussed that things could be submitted using PDF format which would lessen the ability for work to be changed. Dr. Christman also shared experiences he has had with students submitting work electronically and his belief that it does work well.

Mrs. Dennin asked what the expectations would be related to the use of the devices in the classrooms. Mr. Miller and Mrs. Woodard shared that there would certainly be an expectation for these devices to be used and used beyond simply typing. This will be monitored through the “Look Fors” and will be part of the professional development provided to the staff. Mrs. Dennin reinforced the importance of the professional development. Mr. Landino shared that there must be support and accountability within the initiative.

Dr. Christman asked the committee if they were in favor of adding this initiative to the board agenda and the group was in favor.

Mr. Miller and Mrs. Woodard thanked the group.

Committee Comment

No comments

Public Comment

There were no public comments.

Announcements

March 25, 2014 Parent/Community/Intergovernmental, Jr. High East - Library, 6:00 p.m.

March 25, 2014 Board of School Directors, Jr. High East - Auditorium, 7:00 p.m.

April 1, 2014 Finance Committee, Ed. Center - Board Room, 6:00 p.m.

April 8, 2014 Personnel Committee, Ed. Center - Conference Room A, 6:00 p.m.

April 8, 2014 Board of School Directors, Ed. Center - Board Room, 7:00 p.m.

April 15, 2014 Facilities Committee, Ed. Center - Board Room, 6:00 p.m.

April 15, 2014 Finance Committee, Ed. Center - Board Room, 7:00 p.m.

April 22, 2014 Board of School Directors, Pine Forge Elementary - Multi-purpose Room, 7:00 p.m.

April 29, 2014 Finance Committee, Ed. Center - Board Room, 6:00 p.m.

April 29, 2014 Curriculum Committee, Ed Center, 7:00 p.m.

Dr. Christman adjourned the meeting at 9:30 pm.