

**SCHOOL DISTRICT OF SOMERSET
BOARD OF EDUCATION
SPECIAL SESSION
MONDAY, APRIL 26, 2010
5:30 P.M.
DISTRICT OFFICE BOARD ROOM**

Board President Tim Witzmann called the meeting to order at 5:30 p.m.

Roll Call was taken. Present were board members Tim Witzmann, Robert Gunther, Brian Moulton, Mike Connor, and Catherine Cranston. Marie Colbeth arrived five minutes later. Marin Hansch was absent. Others present were Sara Eichten, Shawn Madden, Darren Kern, Ron Berg, Cherrie Wood, Trisha Sheridan, Robert Avery, Randy Rosburg and Tammie Wishard.

Moulton moved, with second by Connor, to approve the agenda. Motion carried unanimously.

Installation of New Board Members: Vice President Brian Moulton led Mike Connor and Tim Witzmann in the Oath of Office. Both Connor and Witzmann took the oath and signed the supporting documentation including the Statement of Ethics

Election of Board Officers: Superintendent Rosburg stated that the board would need to elect four officers tonight for the positions of President, Vice President, Board Clerk and Treasurer.

Cranston moved to nominate Tim Witzmann as President. Colbeth moved, with second by Connor, to close the nominations and cast a unanimous vote for Witzmann as President. Motion carried.

Cranston moved to nominate Brian Moulton as Vice President. Gunther moved, with second by Colbeth, to close nominations and cast a unanimous vote for Moulton as Vice President. Motion carried.

Moulton nominated Catherine Cranston as Board Clerk. Witzmann moved, with second by Moulton, to close nominations and cast a unanimous vote for Cranston as Board Clerk. Motion carried.

Colbeth nominated Robert Gunther as Treasurer. Colbeth moved, with second by Cranston, to close nominations and cast a unanimous vote for Gunther as Treasurer. Motion carried.

Rosburg indicated board members will be considering committee assignments soon; he said if a board member had an interest in same or different committee/liaison assignments, they should contact President Witzmann.

Report out on status of 2006-2011 Strategic Plan: Rosburg called members' attention to the district's Strategic Plan, stating information provided in the packet, including the district goals, aligns with the plan. Rosburg's "Philosophical Beliefs and Approach to District Leadership" document included in the packet provided a review of the district's mission statement, vision, and focus throughout the year. Rosburg stated his role was to provide oversight of the district to help staff stay focused, which ultimately helps students. He also talked about his professional goal as well as his personal goals. Rosburg also provided an article written by WSPRA representative Lori Blakeslee which talked about communication and how to communicate with all generations in the community.

Curriculum and Instruction Director Ron Berg provided an overview of his work on the Strategic Plan, stating his role was an internal piece which working directly with building principals during monthly meetings. Berg stated it is difficult to execute conceptual pieces of the plan, but the principals were doing a good job implementing the plan with their building staff. All of the principals indicated that staff has benefited from

having the strategic plan, which has rolled to students. Staff agreed the plan helps to get real work done, and encourages cohesiveness. Berg ended his report stating that his goal is to transition Trisha Sheridan in his director role before he retires.

Pupil Services Director Darren Kern said compliance and increasing achievement for special education learners are at the forefront of the department in the strategic planning process. Kern indicated his department has started a co-teaching model initiative, putting together a regular education teacher with a special education teacher in one classroom to work with special education students to teach them grade level content with the goal of increasing the students' level of learning. Wood indicated progress will be monitored using MAPS scores. The board asked that model results be reported to them throughout the year. Kern ended his report stating his personal goal is to continue working on his internship and finishing up his doctorate.

Director of Business Services and Operations Bob Avery said his focus this year was on transparency and accountability, which enabled staff and board members to be able to make decisions based on information provided via communication through newsletters, Spartan Spotlights, administrative meetings, etc. The district website will include budgetary information, which will dovetail into accountability. Avery added that the budget has been restructured in the last two years so that it is more aligned with generally accepted accounting principles and aligned with the WI DPI. Avery indicated he wants to give administrators more responsibility for their budgets.

Middle School Principal Sara Eichten said her transition to administrator at the middle school has been a good transition. She said it was nice to have former principal Rick Lange there while she transitioned. Eichten implements the strategic plan by holding weekly update meetings with staff and communicating with staff more. Middle school staff is working with the Danielson framework, which Eichten said enables them to receive immediate evaluation feedback, which the teachers like getting, and works well for new teachers with PDP's. Eichten said her goal is to focus on the seven administrative areas and to complete the administrative PDP.

High School Principal Shawn Madden thanked the board for their support in providing additional high school staffing, stating he is excited about the opportunity for more staff and smaller class sizes. Madden said the high school has focused on professional learning communities. He said the recent "Career Day" was a tremendous accomplishment and huge undertaking, with a good response from students. Character Education this year concentrated on six pillars of character; though this has been highly successful, the high school hasn't moved away from the 27 qualities of life. In Community Involvement Madden listed the many activities students and staff participate in including community clean up day, Feed My Starving Children, and others, which Mary Anne Crawford helps to pull together. Madden's personal goal is to complete one more class to receive his superintendent's license, with hopes to receive his doctorate degree afterwards.

Elementary School Principal Cherrie Wood talked about the changes that have happened at her building with staff knowledge of the strategic plan. Wood indicated staff is more welcoming of technology, and use it as a way to improve instruction. Wood indicated that some of the elementary teaching teams have gone from meeting weekly to meeting daily. With the strategic plan, there is now unity with staff, and they are supporting one another moving in the same direction, and are quick to share ideas. Wood stated her personal goal is to help staff remember to keep their focus on students, and to help build positive school memories for students. She added another goal is to help staff become leaders, and to keep joy in teaching and maintain that joy, as well as camaraderie. Wood stated this will be a benefit to students as well.

Report out on 2009-2010 District/Building Level Goals: Rosburg said tonight's meeting will bring closure to the 2009-10 goals and, with the input and guidance from board members, 2010-11 goals. Colbeth thanked Rosburg for implementing the direction the district has taken, and for guiding and reinforcing that direction.

Berg stated the board should also take credit for alignment of the goals which has created exponential solidity, making the school district more unified.

Colbeth said that, although she is pleased to see the changes being made in math, she is still concerned about having math as a required block schedule class. She stated she is happy with recent course changes, however, she feels the district needs to re evaluate the value of having math for a longer period of time, or having more math requirements.

District Wide Community Involvement Goal: Discussion and changes/edits made to the goal include:
Changes made to this goal include:

Learning Goal(s):

“To enhance the level of involvement between our community and the board of education, administration, teachers, staff members and students.” (No change)

Objective(s):

1. Engage in two-way communication with members of our community. **(No change)**
2. Continue to build positive community relationships by participation in organized community events, ~~and~~ community service activities, **and social media opportunities.**

Action Plan:

1. Report out at monthly Board of Education meetings how you have engaged in two-way communication with members of our community (parents, non-parents, businesses, other boards, staff, students, and administration). **(No change)**
2. The School Board will actively seek out at least two new modes of communicating and making a connection with the community.
 - a. Host two Big Idea meetings **(host one face-to-face meeting and one meeting as an on-line “virtual” meeting)**
 - b. Have a presence at school sponsored parent-teacher conferences **(No change)**
 - c. Host listening sessions within our district at a location of your choice **(No change)**
 - d. Conduct a self and 360 degree community assessment of the Board of Education **(No change)**
 - e. Promote the district web site as an information source for community members **(No change)**
 - f. **Develop and implement a social media presence on the web (Add)**

Board agreed that the district has made great strides in accomplishing contact with the community, however, felt the school district was lacking in reaching out to all community members, especially the younger generation. Cranston would like to see the district’s website promoted more through Facebook and blog areas. Cranston said she would also like to see board meetings taped and uploaded to the district’s website.

The board discussed self assessment, noting the district has not had an opportunity to take this action plan to the next level. Discussion focused on the Elk Mound School District which does board self assessment. Cranston stated one of the Elk Mound board members felt the self assessment was highly valuable. Witzmann said he would like to take the next step forward and asked Rosburg to have someone come in to talk to the board to help them get started in this area.

District Wide Teaching and Learning Goal: Discussion and changes/edits made to the goal include:

Learning Goal(s): *“To improve the teaching and learning for all students of the Somerset School District.”*
(No change)

Objective(s):

1. Provide research-based strategies for all teachers to improve curricula, instruction and assessment. **(No change)**
2. Implement learning options for all students and assess student achievement. **(No change)**
3. Expand and assess the use of technology in teaching and learning. **(No change)**
4. Infuse all elements of Career Education for all students in all classrooms and programs. **(No change)**

Action Plan:

1. Make decisions based on research that supports the improvement of curricula, instruction, and assessment. **(No change)**
2. Allow the implementation of the recommendations from the April 2009 **2010** Data Retreat.
3. Make positive change by analyzing and using the results of the survey for enacted curriculum. **(No change)**
4. ~~Support the implementation of virtual and alternative education program opportunities for high school students.~~ **Review and provide feedback on the virtual and alternative education programs.**
5. Support expanded learning opportunities with a focus on ~~thematic~~ and differentiated instruction and an RtI Framework.
6. Support expanding the measurement opportunities utilizing additional formative and summative assessments. **(No change)**
7. Review and provide feedback on a report provided by the Director of C&I in July 2010-11 on the impact of technology on instruction and learning using Star Literacy, MAPS, web sites, web links, SmartBoards, and amplification systems. **(No change)**
8. Review and provide feedback on an end of the year report on career components from the strategic plan. **(No change)**
9. Adopt and implement a common K-12 writing process. **(No change)**
10. Investigate and plan for reading ~~and writing~~ across the curriculum through District Reading Committee leadership.
11. **Investigate and plan for writing across the curriculum through District Reading Committee leadership.**
12. Standardize and utilize common math vocabulary K-12. **(No change)**
13. Determine MAP growth goals **individually or** by building.
14. Infuse instruction and assessment into all K-12 classrooms using quadrants A, B, C, and D of the Rigor and Relevance Framework. **(No change)**

15. ~~Enhance the curricula and increase student participation in advanced placement and honors courses.~~
Report on student participation in AP courses.

Board asked if SmartBoards were dependable. Staff felt they were, other than having to replace bulbs every three years. Staff is looking for more advanced training in SmartBoard use. Professional development will be provided for more staff SmartBoard time.

Board also discussed alternative and virtual education areas, wondering if the school receives feedback from alumni regarding how the school has prepared them for their futures. Madden indicated the school uses a CESA Veers tool, which has been in place for 18 years, but Madden hasn't specifically talked with all students about their experiences. The board would like to see copy of Veers Report at a regular board meeting when it is available.

District Wide Character Education Goal: Discussion and changes/edits made to the goal include:

Learning Goal(s): *"To enhance the teaching and application of character education for Somerset students."*
(No change)

Objective(s):

1. Practice and promote the characteristics of Character Education within the community. (No change)
2. Implement instruction, events, and positive intervention activities for all students pertaining to healthy choices, wellness, and positive social interactions. (No change)

Action Plan:

1. Review and provide feedback and measurements on a report from each school at the April BOE meeting regarding the ways in which the impact on character education has ~~been integrated into the community on student behavior.~~
2. Review and provide feedback on a report from each school at the April BOE meeting regarding positive social interactions and positive intervention activities and events for all students pertaining to healthy choices and wellness issues. (No change)

Cranston said she liked that the elementary and middle schools were providing surveys to guest speakers, bus drivers, and field trip facilities for evaluating student behavior during these visits. Cranston would like the high school to provide a measurement of character education to see if their character education at the high school level is making a difference. Madden will provide the board the discipline information he creates each year.

Gunther moved, with second by Colbeth, to adjourn at 8:25 p.m. Motion carried.

Tim Witzmann, President

Catherine Cranston, Clerk