



**BOARD OF DIRECTORS  
WORKING GROUP /  
TASK FORCE REPORT**

**Meeting Information: Minutes**

<b>Meeting Name:</b>	Academics and Achievement Committee
<b>Date &amp; Time:</b>	April 3, 2017 3:30PM
<b>Location:</b>	Schwieters' Room 120
<b>Invitees:</b>	Public
<b>Attendees:</b>	Nathan Schwieters, Jamie Goebel, Monica Schraut, Mary Swanson, Margaux Hylla, Kim Whaley, Trisha Pankonen, Britt O'neal, Dr. Dave Peterson

**Meeting Agenda / Objective(s):**

Objective(s)	Upon Debrief: Objective Met?
1. Directors/Administrators Reporting to Committee Discussion - Monica	
2. SAT Process Update - Lisa Otte and Doug Millaway	
3. Testing Schedule Update – Jamie Goebel	
4. Enrollment Policy 715 Review	
5. Academic Needs - Administration	
6. Enrollment Numbers – Kim Whaley	
7. EL Report – Britt O’Neal	
8. Literacy Report - Marguax Hylla	
9. Math Report – Mary Swanson	
10. Executive Directors Report – Dr. Dave Peterson	
11. SPED Report - Doug Millaway	
12. Behavior Interventionist Report –Lisa Otte	
13. Science Materials Update - Nathan	
14. Parent Chair	
15. Next meeting <b>April 24, 2017</b>	

**Meeting Minutes:**

**Decisions:**

1.	<p>Directors/Administrators Reporting to Committee Discussion – Monica</p> <ul style="list-style-type: none"> <li>• Board is looking for data based on student achievement</li> <li>• Would like Preliminary MCA at Apr 24<sup>th</sup> meeting &amp; Preliminary Math and Science at May 8<sup>th</sup> meeting</li> <li>• Would like data by grade level and indication of trend based on last year percentage (trending same, trending up or down)</li> </ul>
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	<ul style="list-style-type: none"> <li>Other points in conjunction with questions sent out to directors and coordinators (See attached)</li> </ul>
2.	<p>SAT Process Update - Nathan (reported from Doug Millaway and Lisa Otte)</p> <ul style="list-style-type: none"> <li>Reviewed process- now happening on Thursday mornings, alternating weeks between new referrals and follow ups</li> <li>Parents notified when student is being referred to SAT</li> </ul>
3.	<p>Testing Schedule Update – Jamie Goebel</p> <ul style="list-style-type: none"> <li>Majority of 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 8<sup>th</sup> grade reading MCA testing is completed. Will finish 5<sup>th</sup> &amp; 7<sup>th</sup> this week</li> <li>Next week begin math testing and science will follow that.</li> </ul>
4.	<p>Enrollment Policy 715 Review</p> <ul style="list-style-type: none"> <li>Reported on changes and wording recommended by our lawyer</li> <li>Board is still discussing cutoff dates for new transfer students</li> <li>Discussion on wording and changing cutoff date to second Friday in December and open enrollment/lottery terms. Policy committee will look into that.</li> </ul>
5.	<p>Academic Needs – Administration</p> <ul style="list-style-type: none"> <li>Transition to 1 principal is going good, still some issues, but Dr. Peterson and Jamie are working them out as they go and happen.</li> </ul>
6.	<p>Enrollment Numbers – Kim Whaley</p> <ul style="list-style-type: none"> <li>759 students for next year 15 on waiting list</li> <li>Currently sitting at 670 students</li> </ul>
7.	<p>EL Report – Britt O’Neal</p> <ul style="list-style-type: none"> <li>140 students currently qualified for services</li> <li>Definite lack of supplies to aid in instruction of these students</li> <li>Britt would like to work with teachers on including EL paras/teachers more in the instruction in the classroom</li> </ul>
8.	<p>Literacy Report - Marguax Hylla</p> <ul style="list-style-type: none"> <li>Has been assisting with the MCA testing and sign in tickets</li> <li>Feels lack of administration in the classrooms is hindering the instruction and guided reading</li> <li>Few teachers are implementing guided reading</li> <li>2<sup>nd</sup> round of observations are completed and 3<sup>rd</sup> round are in the works of being scheduled</li> </ul>
9.	<p>Math Report – Mary Swanson</p> <ul style="list-style-type: none"> <li>Testing is going well, few problems (MCA)</li> <li>Reported on grade levels and where they are in math curriculum</li> <li><u>Kindergarten</u>- 3 out 5 classes are in level 1. Mary reported that she would like more, but does feel that they should be able to move along possibly a little faster in level 1 to move along faster in curriculum</li> <li><u>1<sup>st</sup> grade</u>- All 5 classes are now in Level 2 curriculum (all at varying spots)</li> <li><u>2<sup>nd</sup> grade</u> – 2 out of 4 are in level 3, one in level 4 &amp; the other will be in level 3 by the end of the year</li> <li><u>3<sup>rd</sup> grade</u>- 2 out 4 are in level 3 and the other 2 are in level 4</li> <li><u>4<sup>th</sup> grade</u> – 3 out of 5 are in level 5 and the other is in level 4</li> <li><u>5<sup>th</sup> grade</u>- 2 out of 3 are in level 6, the other in level 5</li> <li><u>6<sup>th</sup>-8<sup>th</sup></u>- too hard to break down</li> <li>Walk throughs are continuing</li> <li>2<sup>nd</sup> round of observations are completed and 3<sup>rd</sup> round are in the works of being scheduled</li> </ul>
10	<p>Executive Directors Report – Dr. Dave Peterson</p>



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	<ul style="list-style-type: none"> <li>Lori Magstad will be here on Wednesday to meet regarding literacy</li> <li>Curriculum in all areas is a matter of concern-lack of or poor quality/condition</li> <li>Focus seems to have been on Math and Reading the last couple years, can not lose focus on all areas of academics.</li> </ul>
10	SPED Report - Doug Millaway <ul style="list-style-type: none"> <li>Absent-no report</li> </ul>
11	Behavior Interventionist Report –Lisa Otte <ul style="list-style-type: none"> <li>Lisa was absent</li> <li>Dr. Peterson commented on how he and Lisa are working with Jamie to allow more support in the classroom</li> </ul>
12	Science Materials Update - Nathan <ul style="list-style-type: none"> <li>Board approved curriculum with order date of 6/1/2017 and billing of 7/1/2017</li> <li>Questions about training for new curriculum-Will look into that</li> </ul>
13	Parent Chair Still in need
14	Next meeting April 24, 2017

**Assigned Action Items (What's Next?):**

Task	Accountability	Due Date	Date Completed
Director reports	Directors	4/3/17	
Science Curriculum	Nathan	4/3/17	
SAT Process	Doug/Lisa	4/3/17	
Enrollment Numbers	Kim	4/3/17	
Academic Needs	Administration	4/3/17	

**What's Been Accomplished?**

Task	Who Was Responsible?	Due Date	Date Completed
Testing Calendar	Administration	3/20/17	3/20/17
Science Curriculum	Science Team	3/20/17	3/20/17

**Parking Lot / Issues to be Resolved in Future Agendas:**

Date	Issue	Priority	Risk	Notes
4/24/17	Presentation from Promise Neighborhood by Sheena Schraut and how they can partner with STRIDE			