

## **CURRICULUM, INSTRUCTION AND TECHNOLOGY COMMITTEE**

**Tuesday, August 21, 2018**

**Administration Building Board Room**

**PRESENT:** **Committee:** Mr. Leonard Altieri, III, Mrs. Barbara Harvey, Mr. Matthew Bilker

**Board:** Mrs. Kathryn Chandless

**Administration:** Mr. Joseph Driscoll, Dr. Constance Bompadre, Mr. Christopher Lee, Dr. Dorie Pitone, Mr. Christopher Oakes, Mr. Matthew Flood, Dr. Thomas J. Gretchen, Mr. Dennis Reardon,

### **I. Call to Order**

Mr. Altieri called the meeting to order at 7:41 p.m.

### **II. Pledge of Allegiance**

Mr. Altieri led the audience in the Pledge of Allegiance.

### **III. Approval of Minutes**

The June 2018 minutes were approved by the committee.

### **IV. Approval of Agenda**

The agenda was approved as presented.

### **V. Discussion/Informational Items**

#### **A. Elementary Enrollment – Dr. Constance Bompadre**

Dr. Bompadre presented a report on the current Elementary School enrollment and class sizes. Due to an increase in enrollment, the Administration is requesting an additional teacher position to teach an additional half day afternoon Kindergarten class located at Russell and to support two first grade teachers for the morning session. MNSD Administration felt this was the best option based on needs of students in first grade classes at Russell. It was further reported that any Kindergarten overflow at Loomis and Worrall will be assigned to Russell. Mr. Reardon will offer parents in morning Kindergarten the opportunity to transfer to afternoon Kindergarten at Russell where enrollment is lower. Additional teacher position was approved by the School Board in June.

Dr. Gretchen reported that he has five building assistants assigned to Loomis. The second grade class at Loomis will receive extra support with an aide due to increased enrollment. Dr. Gretchen reported on their assignments. Dr. Bompadre is working with Mr. Beltrante and Mrs. Sturdivant, monitoring first and fourth grade enrollment and

assignments for the additional instructional aide to support Worrall. Mr. Bilker asked if there was any cause for concern for 4<sup>th</sup> grade enrollment at Worrall. Dr. Bompadre reported at this time, there was no concern; however, the Administration will continue to monitor the situation.

Class assignments are being mailed out tomorrow morning. There was a delay in mailings as Administration was working on adjustments and accommodations for certain sections and classrooms. Administration expressed their appreciation for the patience and understanding by our district families.

A parent questioned the demographic study and trend for future, as we have exceeded projected numbers for the year 2021. Mr. Driscoll has a proposal from the demographer from their meeting over the summer and was advised that the best time to revisit this is around October when enrollment reports are available from the state. The demographer will present to the Board at a future meeting as we are heading into the architectural phase for the elementary schools.

Mr. Altieri introduced and welcomed the newest member to the Curriculum Department, Mrs. Rose Vannicolo. She will be joining us here at the CIT meetings, and we look forward to working with her.

**B. Elementary Summer Study – Dr. Dorie Pitone and Mr. Christopher Oakes**

Dr. Pitone and Mr. Oakes reported on the Elementary Summer Study Program which took place over the summer at Culbertson. They thanked the Board, family members, principals, teachers, reading specialists and ESY coordinators for their support and assistance with this program. The purpose of this program was to provide an opportunity for students to have additional time to master previously taught concepts, build confidence, while maintaining the progress that they made from their previous school year over the summer months. Forty-two students participated in the program. Surveys were sent to families which proved overwhelmingly positive, with 100% of students who responded to the survey, having reported to have enjoyed this experience. This program promoted engaging students to enjoy while learning.

Striving for continuous improvement, we will use the suggestions provided to improve the program. For example next year, we will be sending out earlier invitations to maximize attendance. In addition, a parent who had a child in the program commented that it was a “fantastic experience” and encouraged the District to continue to support programs such as this program.

**C. BDA: Lesson Planning For Student Achievement.**

Mr. Flood introduced the BDA (before, during and after) Lesson Planning Initiative which the Curriculum Team will present to teachers next week. The effect lesson-planning has on a teacher’s practice is significant, and the effect it has on student achievement and growth is even greater. He further reported that Administration, building principals and the Curriculum team planned this format over the summer. They also met with Union Membership to share this plan with them, as well as get some

feedback from them to use, change or improve the presentation. Building principals have been meeting with building representatives to share this information with them. There has been positive feedback from teachers.

Dr. Bompadre reported that one shift with BDA plan is the format is simpler, but again the design is to show teachers' thinking and how they know their student learned the information. It will be mandatory for each teacher to utilize this format, and there will be a reasonable way to roll it out, providing expectations for the school year. Please refer to Policy 111-AR-0. Lesson Plans. The Administration requested to waive the second reading since the plan is to present to teachers over the next month.

Mr. Oakes further commented in support of Dr. Bompadre's comments that our direction includes thinking more intentionally on what our students are experiencing during a teacher's instruction; how does the teacher know each student is engaged and how is the student held accountable for their learning? Increasing the cognitive demands that the students are encountering day to day are reflected in their lesson plans, having them grow as learners and to have all students engaged and to be accountable are the goals.

Dr. Pitone reported on the Effective Model of Engagement, including the before (formative assessment), during (instruction takes place) and after (closure of the lesson). The foundation of the lesson plan document is focused and student-centered. Recommended and required lesson plan documentation for teachers will be available to support teachers as we progress. Mr. Altieri asked if this shift is similar to The Common Core. Dr. Pitone responded that we are being consistent with the instructional shift in 2014 but types of questions have changed. Total Participation Techniques Book essentially gives teachers list of engagement techniques and responding techniques to put into lesson plans.

Dr. Gretchen participated in a Professional Learning Committee at Loomis, including fourteen teachers and parents who joined in to utilize response systems. This forum encouraged a child to make their thinking visible. First, they write their thoughts on paper. Teachers walk around room formatively assessing the student's work. They then allow kids to talk to one another. Mr. Altieri liked the collaborative working and engaging with other students idea. Dr. Pitone reported research shows these systems in place and ability to engage in conversations enables college and career readiness, as we are giving them the engagement framework. A parent who participated in the evening program at Loomis questioned if the process has changed. Dr. Pitone responded that the program has not changed, but rather, we are building upon the Professional Learning Committee at Loomis, just continuing and expanding.

Mr. Altieri congratulated Dr. Gretchen on his earning Doctorate Degree.

#### **D. Stop the Bleed Assembly**

Dr. Bompadre reported that there will be a Stop the Bleed Assembly during opening week for teachers. This came from discussions on district safety. Currently, we have

nine volunteers who will run the training which will include a large group training for overview and then some hands on training at the building levels. Dr. Rodichok purchased tourniquets to go along with AED trainings last spring, and it was suggested that we stock classrooms with one tourniquet at this time as a proactive measure. Mr. Bilker commented on this important program and that most times, proactive measures are in place for School Safety. This is more of a reactive measure and looking forward to seeing how it is implemented.

## **VI. Motions**

- A.** There was a discussion on motions and second readings. Mr. Joseph Driscoll reported before the final reading of a policy, we do have a pending policy section, so once first reading is done and unless need to waive second reading, it is posted on the website so the public can see before final approval.
- B.** It was recommended to put both up now if no objections.
- C.** There were no comments on student trips, athletic trips or disposal of books or equipment.

The following motions have been moved along to the full Board.

### **Policies:**

- A. Motion to approve the second reading of the English as a Second Language/Bilingual Education Program Policy #138.**
- B. Motion to approve the first reading and waive the second reading of the Lesson Plans Policy #111.**

### **Student Trip:**

- C. Motion to approve Dr. Tom DiMeo, teacher, to accompany the MNHS Spanish Honor Society to travel to New York, New York on November 13, 2018 to attend a performance at the Reperatorio Española. The cost for transportation is \$27.00 paid by each student. The cost of the activity is \$23.00 paid by each student.**
- D. Motion to approve Douglas Killough, teacher, to accompany the MNHS studying International Relations to travel to the United Nations in New York on December 7, 2018 to take a tour of the United Nations building. The cost for transportation is \$32.00 per student paid by the students. The cost for the activity is \$50.00 per student paid by the students. There is no cost to the district.**

### **Athletic Trips:**

- E. Motion to approve Douglas Killough, teacher/coach, to accompany the MNHS Boys and Girls Cross Country teams to travel to Great Adventure in Jackson, New Jersey on September 29-30, 2018 for competition at the Safari Invitational. The cost for transportation is \$400.00. The cost for the**

hotel is \$100 paid by each student athlete. The cost for the activity is \$600.00. The total cost to the district for transportation and activity is \$1,000.00.

- F. Motion to approve Kimberly Foster, coach, to accompany the MNHS Cheerleaders to travel to Kutztown University Field House in Kutztown, Pennsylvania on December 9, 2018 for the UCA Regional competition. The cost for transportation is \$400.00. The total cost to the district is \$400.00.
- G. Motion to approve Steven Resnick, coach, to accompany the MNHS Varsity Wrestling team to travel to Hamilton North High School in Trenton, New Jersey on December 15, 2018 to compete in the Nottingham Invitational Tournament. The cost for transportation is \$437.79. The cost for registration is \$400.00. The total cost to the district is \$837.79.
- H. Motion to approve Steven Resnick, coach, to accompany the MNHS Varsity Wrestling team to travel to Dallastown High School in Dallastown, Pennsylvania on January 12, 2019 to compete in a Duals Wrestling Tournament. The cost for transportation is \$442.61. The cost for registration is \$250.00. The total cost to the district is \$692.61.
- I. Motion to approve Kimberly Foster, coach, to accompany the MNHS cheerleaders to travel to Hershey, Pennsylvania on January 17-19, 2019 for District 1 Competition. The cost for transportation is \$500.00. The cost for the hotel is \$1800.00. The total cost to the district is \$2300.00.
- J. Motion to approve Kimberly Foster, coach, to accompany the MNHS cheerleaders to travel to Orlando, Florida on February 7-12, 2019 for Nationals Competition. The cost for transportation is \$350.00 paid by each student athlete. The cost for lodging and activity is \$630.00 paid by each student athlete. There is no cost to the district!

**Disposal of Pianos at Culbertson Elementary School:**

- K. Motion to approve the following pianos for disposal or donation due to poor condition:

Wurlitzer 1 upright piano, serial number 986951 (located on sounding board, inside piano). Manufactured between 1965-70 based on the following listing:

<http://www.total-piano-care.com/wurlitzer-pianos.html> (other resources put it in the same range).

“Hamilton” by Baldwin upright piano, serial number 260557 (located on sounding board, inside piano). Manufactured 1970 based on following (make sure to scroll down to the “Hamilton Piano Co” section underneath Baldwin: <http://www.bluebookofpianos.com/serial.htm#BALDWIN>

**Disposal of Library Books at Culbertson Elementary School:**

- L. Motion to approve the following books for disposal or donation:

The World Book Student Discovery Encyclopedia  
Copyright date: World Book, Inc.  
Publisher: 2002  
13 volume set

The World Book Encyclopedia  
Copyright date: World Book, Inc.  
Publisher: 2004  
22 volume set

The World Book Encyclopedia  
Copyright date: 1994  
Publisher: World Book, Inc.  
22 volume set

The Complete Dog Book, 19th Edition  
American Kennel Club  
Copyright date: 1997  
Publisher: MacMillan  
2014 World Almanac for Kids (paperback edition)  
Publisher: World Almanac, Inc.  
Copyright date: 2014  
19 well-used paperback copies

Misc. nonfiction books  
Copyright: 1976-2001  
2 boxes

**Disposal of Unused Textbooks at Worrall Elementary School:**

**M. Motion to approve the following books for disposal or donation:**

**SPANISH**  
**En Espanol 3Tres** (McDougal Littell, 2004) ISBN 0-618-25068-9  
49 copies

**En Espanol 3Tres** Teacher's Edition (McDougal Littell, 2004) ISBN 0-618-25069-7  
1 copy

**En Espanol 2Dos** (McDougal Littell, 2004) ISBN 0-618-25063-8  
90 copies

**En Espanol 2Dos** Teacher's Edition (McDougal Littell, 2004) ISBN 0-618-25064-6  
4 copies

**En Espanol 1Uno** Teacher's Edition (McDougal Littell, 2004) ISBN 0-618-25058-1  
3 copies

**FRENCH**

**Une Fois Pour Toutes (Longman Inc., 1976) 0-801-30142-4  
42 copies**

**En D'Autres Termes Deuxieme Edition (Wayside Publishing, 1995) ISBN 1-877653-36-5  
23 copies**

**Par tout le monde francophone Cours intermediaire (Henry L. Herbst and Hale Sturges II, 1996) ISBN 0-8013-1190-X  
25 copies**

**Deuxieme Livre Third Edition (Amsco School Publications, Inc., 1979) ISBN 0-87720-470-5  
12 copies**

**Discovering French Rouge 3 (McDougal Littell, 2004) ISBN 978-0-395-87486-8  
60 copies**

**Discovering French Rouge 3 Teacher's Edition (McDougal Littell, 2004) ISBN 0-395-87487-4  
4 copies**

**Disposal of obsolete technology equipment at the High School:**

- N. Motion to approve the following obsolete technology equipment at the High School for disposal:**

**The system is called a 'KORG GEC3 Group Education System'. The system has multiple parts to be disposed:**

**1x KORG Group Education System Teacher Console (model GEC3EXP)**

**29x KORG Group Education System Student Interface (model SCI3)**

**41x KOSS Headsets with microphone (model SB-40)**

**Public Comment**

There was a parent question regarding meetings being televised at last meeting. Mr. Altieri clarified that he did not talk about meetings being televised. Mr. Altieri questioned what meeting. Parent said the meeting a week ago. Mr. Altieri reported that he had asked where are we in our Public Relations. There was a meeting between Administration and a couple people who met in June, and Mr. Altieri questioned where we were in that status. Mr. Driscoll told us where we were, and Mr. Altieri further asked if we could have an update. Originally, it was thought it may be addressed at the Curriculum, Instructional and Technology meeting; however,

it was decided not to be addressed at the CIT meeting, as it needs to be a discussion with the full board.

There was some discussion regarding audio or visual recording of meetings; however, Mr. Driscoll and Mr. Altieri advised that we do not have a station. It was further suggested that documents be posted in BoardDocs, similar to township meetings. This has been looked at in the past, and can be revisited, keeping in mind that minutes need to be subject to public view, as well as the size of the agenda. It was also discussed that Board Members will work on biographies in upcoming months that could be added to the website. Mrs. Chandless noted that there have been some improvements to the website over the summer.

Meeting adjourned at 8:39 pm.

Respectfully submitted,  
Rose Vannicolo  
Curriculum Secretary