

***NOTE: These are “proposed” minutes and will not be approved until the Dec. 5, 2017 School Board Meeting***

4:00 p.m.  
Administration Center

Tuesday  
November 21, 2017

### **BOARD MINUTES**

CALL TO ORDER – President David Black called the November 21, 2017 meeting of the Board of School Trustees to order at 4:00 p.m. All Board Members were present with the exception of Paul Gayler. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Asst. Superintendent, Mark Snyder, Director of Business Services, and Michelle Willey, Director of Transportation.

SUPERINTENDENT’S REPORT- Report from York Elementary. Mrs. Buller, Principal at York Elementary, brought two Instructional Teachers, Patti McGlauchlen, Literacy Coach, and Lori Hochstetler, Math Coach, to share what they are doing in our schools. This is the last year for ISTEP. Indiana is going to a new testing program called ILEARN.

- The state wants schools to do their ISTEP tests all on-line. Schools can apply for a waiver, which Dr. Goodman has done for our district, but it’s not very likely they’ll approve it.
- The state has come up with a new formula and it looks like the numbers are a lot different for our secondary level than they are for the K-3 buildings. They told us that information would come in December, now they have bumped it to January 2018. Keep in mind this test comes in 2 portions, the first portion is in March. Last year we did paper/pencil and this year the state is telling us that is going to be on-line.
- The coaching teams, technology staff and ESL staff are working together to get ready for this on-line test.
- The IDOE and the state are telling schools that good instruction is still the key to success. They are not encouraging us to change how we prepare for the test and that the students need to plan writing or solve problems before they use technology to that task.
- Mrs. Hochstetler met with all the 3<sup>rd</sup> grade teachers in small groups. The IDOE posts a power-point presentation about all this information and they also post problems from two years ago (which she showed some of those problems to board members) and how they were graded. She also pulled pieces from the state’s power-point presentation to share with the teachers. Students (this year) will have a challenge because of having to solve problems on-line. Students will have to figure a problem out on paper then pull the math out. She is preparing teachers now on how to teach the students and to prepare and practice with them to do this test on-line. Teachers will be explaining to the kids what the difference between showing your work and thinking and pulling out the math.

Mr. Black said some kids are more visually acceptable, as he is. If you show him something he can do something with it, if you ask him to visualize it in his mind with nothing in front of him it is difficult. He knows some kids are like that. He can see some students would struggle with this because they’re used to having to see what that box looked like. That is how their mind works. Mrs. Hochstetler agreed. She has talked with teachers to tell the students they have to do it on paper first then transfer it to the test. She is so glad teachers have Chrome Books this year to help instruct the students. Mrs. King questioned when you are pulling out the equations for your answers and what is counted as correct from the IDOE. If a student has 56 divided by 8 and that’s acceptable, is 7 times 8 acceptable. Does it have to be exactly what the state is looking for or are they looking at a student that has the ability to look at those numbers and make it into the equation that they understand. Mrs. Hochstetler said usually the state a lot of different things they will accept. Mrs. King asked if she knew what those are and Mrs. Hochstetler said no, we don’t know what those are until afterwards. The state will post a month later what they think is acceptable. Mrs. King said so many times it’s been a moving target and as soon as we achieve it that target moves again and if you don’t know what they’re after how are you going to get there successfully?

- Miss McGlauchlen said the nice thing about language arts is there not much that is going to change than before. The kids are going to have to type their answers on the test. The 3<sup>rd</sup> grade teachers talked to the IDOE on a conference call so they could ask questions directly. These teachers are preparing students for their first-high stakes standardized test. They are very precise about their planning and not wanting to stress students out. The committee got their questions answered and they pretty much left with the impression they could handle this. The only thing that scared them is they have to type in their response. We don't see these major shifts math has to make, which is nice. The challenge is for the students to type rather than write their answers. Second and third grade teachers are working with the students to help plan their writing. The writing portion of the test used to be 55 minutes now it has been increased to 70 minutes. The direction from IDOE was they have 15 minutes to read the passage and then 55 minutes to write. Mrs. Hamilton met with 4<sup>th</sup> and 5<sup>th</sup> grade teachers, Miss McGlauchlen met with 3<sup>rd</sup> grade teachers individually. The teachers were not "freaked out" at all....she was so impressed with them. Teachers are increasing the time students spend keyboarding on the Chrome books as well as in the computer lab. Students are getting instruction using keyboarding early (grades 1 -2). The coaches want the teachers to integrate this into what they are already teaching. There will be a district plan posted that teachers can refer to. Students will practice planning on paper then compose on the computer. Instead of paper to paper, they will have to do paper to computer, and for an eight year old that's a big shift. She is impressed with how the students can type and use the computers. Typing skills will not be held against the student. Mrs. King asked if the students find it manageable to do the scrolling, were they able to manipulate that and be able to keep whatever their thoughts at the beginning. Miss McGlauchlen said they didn't have trouble with that – students are pretty tech savvy. Teachers are using their Chrome books more than what they anticipated and they are perfect for this type of teaching in the classroom.

Mr. Miller asked, from his perspective, is it worth it? Everything is changing and he is sitting there thinking we probably wouldn't have had this presentation 5 or 10 years ago because this wasn't an issue. Now we have to take the time to teach kids how to take a test. On one hand he's thinking that's obviously time taken away from the teachers to teach other stuff. But is this just part of it? It seems frustrating to him that we have to have the conversation we're having when this could be used more effectively with teaching time. Mrs. Hochstetler said a lot of tests are done on-line now – not paper/pencil. Mr. Miller didn't know that. Miss McGlauchlen said they integrate this into what the teachers are already doing. In the primary grades they are still teaching handwriting. That is very important for children learning to read. The board and Mrs. Allen thanked the coaches for their planning and coming to the meeting.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the November 7, 2017 School Board Meeting
- Claims Lists
- Personnel
- 2017 October Financial Statement

Employment:

Northridge Middle School

Certified: Haley Plikerd, Science Olympiad Coach, 2210-1, Replacing Jacob Hostetler

Start Date: November 22, 2017

Teri Vasquez, 7<sup>th</sup> Grade Girls B Basketball Coach, Replacing Miranda Miller

Start Date: November 21, 2017

Classified: Alyssa McGuire, Science Olympiad Coach, 2210-1, Replacing Ryan Mayden

Start Date: November 22, 2017

Heritage Intermediate School

Classified: Kristin Jones, 3.5 Hour Cafeteria Worker, Replacing Christine Love

Start Date: November 27, 2017

Resignation:

Northridge Middle School

Classified: Carrie van Deventer, Girls Swim Coach, Effective Date: November 21, 2017

FMLA Leave

Administration Center

Classified: Sara Reafsnyder, District Food Service Manager  
From May 16, 2018 to July 25, 2018

Transfer

Northridge Middle School

Classified: Miranda Miller, 7<sup>th</sup> Grade Girls B Basketball Coach to:  
8<sup>th</sup> Grade Girls B Basketball Coach

Mr. Miller moved and Mr. Souder seconded a motion to approve the Consent Agenda as presented. The motion was approved with a vote of 4-0.

CONSIDER APPROVAL FOR NHS TO ADVERTISE FOR NEW YORK CITY TRIP – Mrs. Augustine and Mrs. Deckert were present to answer any questions the board may have regarding the New York trip

- Approximate dates of the trip: June 18-22 OR June 25-30, 2018 (depends on the responses they get)
- Transportation: Air out of Indianapolis (everyone would need to find their way to the airport.)
- Cost: \$1,951/person for a 5 day trip (Adults + \$225 = \$2,176)  
\$1747.00/person for a 4 day trip (Adults + \$225 = \$1,972)
- What is included in this cost:
  - Round trip transportation
  - 3 overnight stays (4 if a 5-day trip) in hotels with private bathrooms
  - Breakfast daily (except the day of arrival)
  - Dinner daily (except departure day)
  - Full-time services of a professional Tour Director
  - Guided sight-seeing tours and city walks as per itinerary
  - Visits to select attractions as per itinerary
  - Overnight security chaperone
  - Tour Diary
- What's not covered:
  - Airline-imposed baggage fees
  - Fees for any required passport or visa (recommended to travel anywhere)
  - Lunch will be on your own (because we will be touring during this time, but the tour guides can suggest places – a great way to try something new)

Mrs. King questioned the liability policy – is this just for this trip? Mrs. Augustine said yes. Mrs. King thought it might be a good for us to look at a liability insurance policy for all trips. In the town of Shipshewana they (business owners) have liability insurance that covers special events. So instead of each business getting their own policy it's a broader policy. Looking at the coverage for this trip, it looks like there is a year's worth of policy and you are only gone 1 week. Mrs. Augustine said it was just something the travel company provides. Can the company cover the students for the whole year (on different trips)? Mrs. Augustine said they don't all use the same travel company. Mrs. Allen said they'd check it out. Mr. Black questioned the number of 15-25 students going. Mrs. Augustine said you have to have 15 minimum. If you have less than 15 the travel company will pair you up with another group. She is not comfortable with that. You don't know who those other kids are. Mr. Black asked if they think they can get 15 and Mrs. Augustine said they've had about 8 interested already and it hasn't been advertised yet. Mrs. King asked what kind of transportation they will be using in New York. They will be using subway, bus and a lot of walking. Mr. Miller asked Mrs. Augustine for a one line statement on why they want to go on this trip. Her original thought was they want to see some

Broadway plays on this trip, but it encompasses so much more. Some of these kids won't ever have the chance to do this in the near future. There is a lot of history to see in New York City.

Mrs. King moved and Mr. Miller seconded a motion to approve the request to advertise for a trip to New York City as presented. The motion was approved with a vote of 4-0

CONSIDER APPROVAL OF A DONATION FOR NORTHRIDGE HIGH SCHOOL – Northridge High School has requested approval of the following donations:

- Star Fleet Trucking, Inc. (car) \$2,500
- Coulter (car) \$1,000
- Crystal Valley Exchange Club (Principals Advisory) \$ 500
- Crystal Valley Exchange Club (Guidance Materials) \$ 500
- Middlebury Optimist Club (End of Year Awards) \$ 500
- Team RV Express (car) \$ 500
- Anonymous (new Art Kiln) \$4,012.02

Mrs. King moved and Mr. Souder seconded a motion to approve a donation for Northridge High School as presented. The motion was approved with a vote of 4-0.

CONSIDER APPROVAL OF A DONATION FOR NORTHRIDGE MIDDLE SCHOOL – Jayco gave a donation to the Northridge Middle School for Life Skills Ability Day in the amount of \$500. Mrs. King moved and Mr. Souder seconded a motion to approve the donation for Northridge Middle School as presented. The motion was approved with a vote of 4-0

CONSIDER APPROVAL OF THE 2018-2019 SCHOOL CALENDAR – Mrs. Allen outlined the proposed 2018-2019 school calendar. The schools would start a week later than we did this year. Some of the teachers had a concern was that extra week (school starting date) puts us one week less in preparation of ISTEP. The semesters are different so it will accommodate for the lost days of testing. This calendar does not have any built-in make-up days. Mr. Black questioned if it will be ISTEP or ILEARN and Mrs. Allen said it would be ILEARN, which should be in the spring (May). Mrs. Allen said another piece is we are waiting for the legislators because last year it (starting school late in August) was just off by 1 vote. She can't believe that they'd change the last day to start to the last day in August but you never know. Mrs. Allen said that could happen. Mr. Souder moved and Mrs. King seconded a motion to approve the 2018-2019 school calendar as presented. Mr. Black asked if we have to change our calendar (if the state decides we start later in the month) do we just come back and change the calendar to start school just before or just after Labor Day. Mrs. Allen said yes we would have to do that. She said we might want to warn the public that could happen. Mr. Black said as long as he and Mrs. King have been on the board they've never had to think about something like that. Mrs. King said it also shows the importance of us – the general public - being very informed at what is happening down at the state house and making our wishes known. Most times, they don't think about what we think about. That you would have to move the semester back into January, etc. That's not the best practice to do especially at the high school level. Now is the time to speak up to the legislators. Mrs. Allen said this is driven by tourism, not by education. Mrs. King said her business is tourism but as long as she sits on this board and makes decisions for the students that belong in her district, she will fight what is right for our kids. To her, changing that date because of tourism isn't a good enough argument. The motion was approved with a vote of 4-0. See attachment of 2018-2019 school calendar.

UNFINISHED BUSINESS – None

ANNOUNCEMENT OF FIELD TRIPS – Board members reviewed the list of field trips.

ANNOUNCEMENT AND CORRESPONDENCE –

- NHS Boys basketball and NHS Boys Wrestling has started this week.

ANNOUNCEMENTS FOR TRAVEL – Board members reviewed the list of travel requests.

EXPRESSIONS FROM BOARD MEMBERS – None

OTHER BUSINESS – None

ADJOURNMENT – Mr. Souder moved and Mr. Miller seconded a motion to adjourn the November 21, 2017 school board meeting at 4:54 p.m. into Executive Session. The motion was approved with a vote of 4-0. The next scheduled school board meeting will be December 5, 2017 at 4:00 p.m.

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David Black, President

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Joanna King, Vice President

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Robert Souder, Secretary

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Scott Miller, Member

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Paul Gayler, Member

# Middlebury Community Schools Calendar – 2018-2019

Approved

November 21, 2017

**January 2019**

M	T	W	T	F
	1	2	3	4
5	6	7	8	9
10	11	12	13	14
15	16	17	18	19
20	21	22	23	24
25	26	27	28	29
30	31			

**February 2019**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

**March 2019**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

**April 2019**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

**May 2019**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

**June 2019**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

**January 2019**  
1-4 – Christmas Vacation – NO SCHOOL  
7 – Teacher Day – NO SCHOOL  
14 – Martin Luther King Day – NO SCHOOL

**February 2019**  
18 – President's Day – NO SCHOOL

**March 2019**  
7 – 6-8 P/T Conferences  
21 – K-5 & 9-12 P/T Conferences  
29 – NO SCHOOL – CONF. DAY

**April 2019**  
1-5 – Spring Vacation – NO SCHOOL  
19 – Good Friday – NO SCHOOL

**May 2019**  
27 – Memorial Day – NO SCHOOL  
30 – Last Day for Students  
31 – Teacher's Record Day

**June 2019**  
9 – Graduation

**Grading Periods – K-12**  
Oct. 16 – 44 days  
Dec. 21 – 43 days  
March 14 – 46 days  
May 30 – 47 days

**Legend:**  
● Staff Meeting  
[] K-3 P/T Conferences  
X K-5 P/T Conferences  
/ 4-8 P/T Conferences  
< > 6-8 P/T Conferences  
\* \* K-8 P/T Conferences  
\* High School Conf.  
■ NO SCHOOL  
▨ Late Arrival on Wednesday

**August 2018**  
10 – New Employee Orientation Day  
13 – Pre-School Session for all Teachers (1/2 day)  
14 – Pre-School Session for all Teachers  
15 – First Day for Students

**September 2018**  
3 – Labor Day – NO SCHOOL

**October 2018**  
23 – K-3 and 9-12 P/T Conferences  
24 – 4-8 P/T Conferences  
25 – K-12 P/T Conferences  
26 – FALL BREAK – NO SCHOOL  
29 – FALL BREAK – NO SCHOOL

**November 2018**  
21-23 – Thanksgiving Vacation – NO SCHOOL

**December 2018**  
24-31 – Christmas Vacation – NO SCHOOL

**July 2018**

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**August 2018**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**September 2018**

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

**October 2018**

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	[23]	/24	25**	26
29	30	31		

**November 2018**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**December 2018**

M	T	W	T	F
1	2	3	4	5
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31