

**CURRICULUM, INSTRUCTION AND TECHNOLOGY COMMITTEE**  
**THURSDAY, May 17, 2017**  
**GAUNTLETT CENTER BOARD ROOM**

**PRESENT:**            **Committee:** Mrs. Barbara Harvey, Mr. Matt Bilker

**Board:** Mr. AJ Baker, Ms. Kathryn Chandless

**Administration:** Dr. Constance Bompadre, Dr. Carol Cary

**I. Call to Order**

Mr. Bilker called the meeting to order at 7:30 p.m.

**II. Pledge of Allegiance**

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

**III. Approval of Minutes**

The April, 2017 minutes were approved by the committee.

**IV. Approval of Agenda**

The agenda was approved as presented.

**V. Discussion/Informational Items**

**A. Strategies for Co-teaching Writing and Math – Jody Farkas and Samantha Partridge**

Samantha and Jody attended the conference through the Bureau of Education and Research. They attended 7 sessions that included:

- Co-teaching choices – grade level teacher delivers instruction and support teacher adapts and modifies content
- Group management techniques – student grouping and accountable talk using dry erase boards
- Communication ,Collaboration and Innovation – combine teaching styles, support each other, be understanding and flexible
- Motivate, Engage and Empower Students – students should use positive self-talk, ask questions, own their choices
- Chunking Lesson – how to get the best “bang” for your time and reach students with special needs and learning disabilities
- Practical Strategies to Personalize Learning and Differentiated Instruction – put ownership on students to teach themselves and tap into how students learn and incorporate into the classroom

- Strengthen Communication and Problem-Solving in the Co-Taught Classroom – share stage and give up ownership and open communication

### **B. Understanding and Developing Your leadership Style – Dr. Carol Cary**

Dr. Cary shared information regarding the DCIU Curriculum, Instruction, & Professional learning Services for 2017/2018. The DCIU will provide the facilitation of ACT 4w5/PIL course “Understanding and Developing Your Leadership Style” on June 21 from 12-4 and June 22 from 10-3. There will be mid-year and end-of-year ½ day meetings. Dates will be provided later. There will be an upload of 30 hours of PIL credit for participants (or 15 ACT 48 hours). This activity includes Cabinet members, Principals, Assistant Principals and Supervisors.

### **C. MFP/Printer Lease and Managed Print fleet Services – Christopher Lee**

This year the district began the process of soliciting proposals for an equipment lease and managed print fleet services in December. Mr. Lee met with 7 vendors over the past several months to review equipment, usage placement strategy and possible improvements. Two proposals were close – Centric and Fraiser. Upon close review, it was determined that Centric included staples in their proposal, where Fraiser did not, a cost that could range from \$7,000 - \$9,000 a year. Centric is the lowest proposal. The cost of the equipment lease and managed services is \$165,000 per year for 4 years. While this is an increase from the prior contract, the district has been paying the same price for equipment and services for the last eight years.

### **D. Wellness Policy 246 – Dr. Constance Bompadre**

Dr. Bompadre and Mrs. Bellew have co-lead the Wellness Committee for several years. The Wellness Committee consists of administrators, teachers, parents, a vendor and a school nurse. There are new expectations for school districts that will have an impact on student wellness. Dr. Bompadre shared information regarding Policy 246. Building principals will annually report to the Superintendent regarding compliance in his/her school. Physical activity should be promoted and not be used as punishment. Vending machines that are available to students (middle/high school) must follow the Smart Snack Guidelines. Every 3 years the district will update or modify the policy as needed. The goal of the Wellness Committee is to engage our school community with positive messages regarding health.

### **E. Food Services Policy 808 – Eileen Bellew**

Mrs. Bellew spoke to the committee about school meal charges and accounts. Students are assigned individual accounts. The district will notify students and parents/guardians when the student’s account reaches a negative balance. This policy and any applicable procedures or administrative regulations regarding meal charges shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.

Collection of Unpaid Meal Charges – reasonable efforts will be made by the district to collect unpaid meal charges from parents/guardians. Efforts to collect will not have a negative impact on the student involved.

#### **F. Diabetes management Policy 209.2 – Dr. Gerald Rodichok**

Mrs. Brachman, Head Nurse, spoke to the committee about the new Diabetes Management Policy. Unlicensed personnel who have successfully completed the required training can administer glucogen. Since there is a nurse in every building all day, every day, including non-public schools, they will administer any medications. Mrs. Brachman would like to see the Safe Schools training video on Diabetes be made mandatory to view by the appropriate personnel.

#### **G. New High School Profile – Dr. Constance Bompadre**

Copies of a new school profile were provided to the committee. Dr. Bompadre would like the Board to review the profile and provide feedback.

Dr. Puckett has looked at other school districts profiles and found them more attractive and easier to read. Colleges and universities look at school profiles along with other criteria. A new school profile is a way to promote our district.

### **VI. Motions**

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

#### **Policies:**

- A. Motion to approve the first reading of the Wellness Policy 246.**
- B. Motion to approve the first reading of the Food Services Policy 808.**
- C. Motion to approve the first reading of the Diabetes Management Policy 209.2.**

#### **Leadership:**

- D. To approve professional development services with the DCIU for facilitation of an Act 45/PIL course (30 hours) for district principals, assistant principals, curriculum supervisors, and interested cabinet members entitled “Understanding and Developing Your Leadership Style” at a cost of \$3600.00.**

#### **Technology:**

- E. To approve the MFP/Printer Lease and Managed Print Fleet Services**

**with Centric Business Systems, 590 East Lancaster Avenue  
Frazer, PA 19355 at a cost of \$165,000 per year for a term of four years.**

- F. To approve the internet service agreement with the Delaware County Intermediate Unit for the 2017-2018 school year at a cost of \$10,440.00.**

**Clubs:**

- G. Motion to approve the LEAP-Leadership for Environmental Awareness and Protection Club at the High School. The purpose of this club is to inform the High School students about the environmental problems that are happening around us. The club advisor is Carolyn Firkser Campbell.**

**Calendar:**

- H. Motion to approve changes in the 2017-2018 Calendar:Religious Holiday is being changed from September 22<sup>nd</sup> to September 21<sup>st</sup>, and the May Flex Day is being changed from the 8<sup>th</sup> to the 15<sup>th</sup> due to the Primary Elections.**

Meeting adjourned at 8:30.

Respectfully submitted,

Carolyn Paine