

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES

MONDAY, MARCH 1, 2010

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I. CALL TO ORDER

The Committee of the Whole of the Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 7:11 P.M. with President Wilbur Wolf, Jr., presiding. Nine (9) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; Kingsley Blasco; Tarin Houpt; Richard Norris; William Piper; and Richard Roush.

Others in attendance: Richard Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Rick Sample, Director of Buildings and Grounds; and Brenda Line, Board Minutes.

II. PRESENTATION

Differentiation Supervision Plan/Evaluation Portion – Mrs. Jeanne Temple, Assistant Superintendent

Mrs. Temple offered a PowerPoint presentation entitled "Teacher Supervision and Evaluation, Presented to the Big Spring School District Board of School Directors, March 1, 2010." Please refer to the attached document: Supervision and Evaluation in the BSSD - Board Presentation 3.10.pdf.

Mrs. Temple reviewed the PowerPoint presentation and answered questions. The following items were noted in addition to the PowerPoint presentation:

A. **Formative and Summative Processes**

In response to a question from President Wolf, Mr. Temple indicated that the formative process is completed along the way as members of the administration provide guidance, coaching, judgments, recommendations, and suggestions for teacher improvement. The summative process includes the evaluation at the end of an event. The summative process is conducted mid year and at the end of the year.

Mr. Fry indicated that the summative process takes into account the observations throughout the year when determining a rating of satisfactory or unsatisfactory.

**Big Spring School Board Committee of the Whole of the Board Meeting Minutes
Monday, March 1, 2010**

II. PRESENTATION (Continued)

Differentiation Supervision Plan/Evaluation Portion (Continued)

B. Tenure

In response to a question from President Wolf, Mr. Fry indicated that this information could be used to award or deny tenure to a teacher after three years in the differentiated supervision process. Mr. Fry added that if there is just one unsatisfactory rating in the sixth cycle, the School Code dictates that tenure could be denied; however, the Big Spring administration has chosen to provide support for a teacher who receives an unsatisfactory rating so that the teacher could improve teaching skills.

C. Completion of Evaluations

In response to a question from President Wolf, Mrs. Temple indicated that the evaluation reports are completed within ten days of the observation period. In most cases, the administrators attempt to complete the reports within five days of the observation.

D. Videotaping

In response to a question from President Wolf, Mrs. Temple indicated that videotaping has not been used to date for teacher observations.

Mr. Fry indicated that a teacher could request videotaping; however, the administration cannot request such videotaping.

Mrs. Temple indicated that she has considered requesting to videotape teachers performing their jobs skillfully so that the video could be used to demonstrate excellent teaching techniques to the other teachers. The administration would be required to secure permission from any teacher before videotaping the teacher in action.

Mrs. Temple noted that she could envision in the future teachers, principals, and observers agreeing to have videotaping during the observation for use during the evaluation to demonstrate examples of strong instructional areas and areas identified for improvement.

President Wolf noted that, in his opinion, a videotape of the observation could help clarify items identified for improvement during the evaluation.

E. Participatory Process

Mr. Fry added that the evaluation process is a participatory process, and the teachers' association works with the administration to improve the evaluation process. All parts of the differentiated supervision process are shared with the teachers so that there are "no surprises." Mr. Fry indicated that both the administration and the teachers' association want the employees to grow and learn from this process.

If the administration determines that a teacher's growth is not progressing as quickly as expected, a roadmap is created for the employee to work with the administration toward improvement in teaching methods. Mr. Fry added that this process is "about making a teacher a better educator."

**Big Spring School Board Committee of the Whole of the Board Meeting Minutes
Monday, March 1, 2010**

II. PRESENTATION (Continued)

Differentiation Supervision Plan/Evaluation Portion (Continued)

E. Participatory Process (Continued)

Mr. Fry indicated that the District solicitor is fond of the differentiated supervision because of the associated documentation and tangible results.

Mr. Temple concluded that the key people with whom the administration communicates differentiated supervision information are the professional staff, administrators, the teachers' association, and the Board of School Directors.

President Wolf thanked Mrs. Temple and Mr. Roberts for the presentation.

III. PREVIEW OF THE AGENDA

A. Combine and Address

President Wolf requested that the Board address XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-12, as a single action item.

Mr. Fry indicated that Item A-11, Jenelle Smith, should be designated as a long-term substitute position.

B. New Business, XIII., G., 2010-2011 High School Course Description Guide

In response to a question from president Wolf, Mr. Fry indicated that the courses listed in the 2010-2011 High School Course Description Guide are not offered every term.

Mr. Fry indicated that the 2010-2011 High School Course Description Guide contains a lot more information when compared with prior years. The administration continues to improve the guide, and the next step would be to include an alignment of the electives with specific pathways.

President Wolf indicated that he is pleased that a course in personal finance is offered to students in Grade 12. Mr. Wolf indicated that all students would benefit from such a course.

President Wolf suggested that there is room for improvement related to the conservation pathway and the skills associated with the various professions in this field.

Mr. Fry indicated that as the administration makes efforts to improve the guide, those specific categories would be improved to meet the needs of the community.

In response to a question from Director Barrick, Mr. Fry indicated that the pathways process now begins in Grade 8; however, in the future the goal is to begin the pathways process in Grade 6.

In response to a question from Director Barrick, Mr. Fry indicated that the careers course is not yet taught in Grade 8. It is now part of the Grade 9 transition process. In the future, it is anticipated that this course would be part of the Grade 8 curriculum.

Mr. Fry indicated that the administration continues to improve the course description guide. This year all of the vo-tech offerings are listed. Mr. Fry noted that he believes it is important for all students to "know the full flare of the phenomenal opportunity" the vo-tech school offers students. The high-priority vo-tech occupation is included in the guide as well. The high-priority course changes from year to year.

**Big Spring School Board Committee of the Whole of the Board Meeting Minutes
Monday, March 1, 2010**

III. PREVIEW OF THE AGENDA (Continued)

C. 2010-2011 CAIU Budget

In response to a question from Director Blasco, President Wolf indicated that the CAIU cut the operating budget by approximately \$200,000.00 because the State is not funding the CAIU at a level that the CAIU could afford some of the mid-level management positions; therefore, as some employees resigned or retired, their positions remain vacant. The responsibilities for those positions were added to other positions.

President Wolf indicated that State subsidy would more than likely be "even scarcer next year." The State is offering level funding, yet expecting the same level of performance from the CAIU.

Superintendent Fry indicated that he believes significant changes lie ahead for intermediate units across the state. The State legislators have indicated they prefer that school districts use the services of the intermediate units to a greater degree, and there is proposed legislation to mandate the use of intermediate unit services.

Big Spring's increase in cost for CAIU services for 2010-2011 is \$753.00.

Mr. Fry indicated that Big Spring uses the CAIU for supervisory services but not to a great extent. IU supervisory services include special education consulting, human resources services, and business manager services, to name a few.

In response to a question from Director Blasco, Mr. Fry indicated that at some point the IU costs to school districts would have to increase in order for the organization to continue operating. Mr. Fry added that he believes Pennsylvania's IUs would be required to define their niche more clearly in the future.

IV. ADJOURNMENT

Motion by Blasco, seconded by Lopp to adjourn. Roll call vote: Voting Yes: Blasco, Houpt, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 7:52 P.M.



Robert Lee Barrick, Secretary