

**Academic Affairs
Minutes
Administration Building
April 4, 2018 5:45 p.m.**

In attendance: Aaron Sebelin, Suzanne Howland, Ron Rabenold, Daniel Williams, Jan Wentz, Lauren Cortright, Tim Tkach, Larry Stern, Joy Beers, Rita Spinelli, David Bradley

- I.) PVAAS Roster Verification Reminder, process and dates
 - a.) Looked over the handout
 - Looked over PVAAS resources for teachers
 - b.) Question was asked as to how we track each student through the years and measure growth, do we track, and how do we track.
 - c.) Explanation of the assessment tool STAR and how it is used to measure growth in students
 - Three (3) benchmarks throughout the school year
 - Shows where a student may be struggling with certain curriculum (ELA or Math)
 - Data is taken to the MTSS meetings and reviewed
 - Student may not get to proficient or advanced but may show growth within the curriculum
 - MTSS meetings (1 per month) use data to assess the strengths/weaknesses of students and assign appropriate interventions if necessary
 - School Psychologists are involved in the MTSS meetings
 - Data gives baselines for interventions
 - Three (3) tiers of interventions
 - Tier 1- minimum help
 - Tier 2- moderate help
 - Tier 3- individualized instruction
 - d.) Elementary Center schedule will allow for differentiated instruction during the WIN time (What I Need) with specific needs to like kids
 - e.) Discussion of how we track students' post-graduation/ if we do/and if we do not and how that data could be used to understand our effectiveness as a district
 - Mr. Bradley stated that teachers, staff and administrators should be asking the board to find answers from the State and Federal governments, that the board should be going to these places to get answers
 - Mr. Bradley volunteered to go to PDE and ask for the data to be given to the district as he felt staff could benefit from the information
 - Mr. Williams responded that the data would only be a useful tool if it were used as a component in the School Performance Profile
 - Mrs. Spinelli stated that regardless of how we assess students we will always need to think about the parental component and how that affects student learning; how are they being helped at home, what the impact of student home life is on student learning

- Mrs. Spinelli also stated that she feels that as a board we can ask questions and work appropriately within the system to get our questions answered
- Mr. Bradley stated that we should be paying our teachers to teach our parents on how to teach their children

II.) Homeless Audit/Homeless Process/Identification, registration

- a.) April 3, 2018 LASD had an audit for homelessness in the school district
 - Auditor was impressed with all that we do as a district for our students and the services that Lehighton has to offer
- b.) Brief explanation of the determination of homelessness
 - Family notifying the district
 - District employees
 - Social worker
 - Other school district notification
 - Children and Youth services
 - Staff/registration process
 - Just to name a few ways the district is notified or identifies if they're homeless
- c.) Explanation of transportation for homelessness
 - George's transportation is excellent at helping to set up transportation between districts and ensuring that students get transported in a timely manner
- d.) Sharing transportation costs between districts
 - Districts will sometimes share transportation costs of homeless students
 - Liaisons will communicate and determine the best interest (BID) of the children involved
- e.) District provides information to staff regularly on homelessness and the services that can be offered
 - Kerri Miller is also used to provide many valuable resources to families within the district
 - All students recognized as homeless automatically receive a free breakfast and lunch by the district
 - Meals have also been sent home with students to ensure they have an evening meal
 - Staff regularly attends trainings to keep informed on the changes in laws
- f.) Mr. Bradley asked if we had seen an increase in the homelessness within the district?
 - Mr. Tkach responded that we have seen a slight increase in homelessness in the last five (5) years; more than homelessness we have seen an increase in the amount of students being placed within the district by Children and Youth in the foster care system.
- g.) Mr. Bradley asked how long has the district been tracking homeless students?
 - Mr. Tkach responded that we have been tracking them approximately ten (10) years
- h.) Mr. Bradley stated that many grandparents are raising grandchildren and that if one of the grandparents passes away it leaves the other in turmoil financially; leaving the family to lose their home due to taxes.

III.) Technology Curriculum Revisions

a.) Discussion on what will be taught in the Elementary Center

➤ Kindergarten:

- Logging on/off
- Basic computer parts and care
- Mouse control
- Operations of the computer
- Keyboarding
- General use of the internet
- Internet safety/staying safe online
- Basic word processing

➤ First Grade

- Logging on/off
- Basic computer parts and care
- Mouse control/shortcut menus-right clicking
- Use of the start menu
- Selecting icons and control of the task bar
- Keyboarding
- Launch website
- Bookmark sites
- Internet safety/cybersafety
- Safety rules online
- Word processing
- Create and save a file
- Create/format text, fonts, wordart, borders, graphics

➤ Second Grade

- Computer parts and care
- Mouse control; click, double click, drag, highlight and shortcuts
- Basic trouble shooting
- Keyboarding
- General use of the internet
- Internet safety
- Word processing
- Creating documents, text, format, cut, copy, paste, undo
- Graphics, spelling and grammar
- PowerPoint
- Creating a simple presentation, design with text and format
- Internet for Research

➤ Third Grade

- Review basic skills from K-2
- Keyboarding
- General use of the internet
- Internet safety/dangers on the internet
- Word processing review k-2

- Drawing and picture tools
 - PowerPoint
 - Create presentation, design with text and formatting
 - Proper research techniques
 - Fourth Grade
 - Review topics K-3
 - Keyboard reinforcement
 - Review general use of the internet
 - Internet safety: super digital citizens
 - Word processing: smartart, word count, margins, documents, tables, lists
 - PowerPoint presentation: changing design themes adding images and videos, visual literacy
 - Internet Research
 - Fifth Grade
 - Review basic computer care
 - Keyboarding reinforcement
 - General use of the internet
 - Internet safety
 - Word processing: drawing and picture tools, document creation alignment/page numbers
 - PowerPoint: cross curricular projects/presentations
 - Internet Research: proper research techniques
- b.) Ms. Beers asked if the district has looked into going 1:1
- Tim responded that we have done the research and currently the district has the ability for every student to have access to a computer via classroom sets and the carts
 - Students may also sign out laptops to be used at home for various assignments
 - Mr. Williams added that students seem to actually like having textbooks versus using online books with computers

IV.) Title I School Wide Comp. Plan

- a.) Explanation of the difference between Targeted and School-Wide Title I
- Targeted means that we can only help students who are specifically in the Title I program
 - School-wide means that we are able to help all students with needs even if they are not in the Title I program
 - Could lose funding if students are “co-mingled” currently
 - Current Summer Programs are for just current targeted Title I students
 - After school/Summer programs will be open to all students when we go school wide
- b.) Mr. Stern ask if this was something that we could have done for the current four (4) elementary buildings
- Tim answered that yes we could have gone to the school-wide Title I program with the current four (4) elementary buildings but we do not have the required staff to

cover all the buildings and would need to acquire additional staff in order to be in compliance with the grant requirements

- c.) Mr. Bradley asked what we receive in Title I funds and Mr. Tkach said that we receive approximately \$600,000.00. Mr. Bradley stated that if we divide that by 2000 students, it is only \$300.00 per child. Mr. Bradley said that this was a very “small carrot” to dangle in front of the school district and that we need to go to the Federal Government level to ask questions.
 - It was discussed that these are the grant requirements that we must follow to not lose the funding.

V.) STEAM update (handout from Mrs. Volcskai)

- a.) Mrs. Rex’s 6th grade classroom to pilot a Robotics program in the 4th marking period
- b.) Received a \$20,000.00 Project Lead the Way Grant and will introduce the course over two school years
 - Year one will be in grades 6- and year two will be grades 7-8
 - We look to expand in year three with a third course for grade 8.
 - With an overall plan of three different courses in grades 6-8
- c.) Elementary FOSS will continue into next school year and our teachers will have more professional development over the summer. It will be implemented in grades 3,4,5 and piloted in grades 6,7, and 8.
- d.) The EC will have a MakerSpace classroom the can be utilized by teachers and students throughout the school day.
 - Teachers will be able to sign out various pieces to use their classrooms
 - Teachers will also be able to sign-up to use the MakerSpace classroom with their students
- e.) LASD will be holding three (3) summer camps for grades 2-5, from 9: a.m. – 2:00 p.m. from Penn State and sponsored by LEAF and the NEF Grant:
 - June 25-29, 2018 – Penn State Playhouse- Are We Famous Yet?
 - July 16-20, 2018 – Super Cool Experiments For Kids
 - August 6-10, 2018- Solar and Wind Powered Racing Machines
 - Lehighton Area School District residents fee is \$40 per camp; total cost is \$170.00 per student per camp.
- f.) High School is looking into the possibility of expanding the SmartLap and focus on STEAM related jobs
 - Staff and administration is working towards a Career Pathway Curriculum
 - Many students are looking for career options that are not through a four (4) year college; trade schools
 - STEAM related training in the classroom helps students to learn new non-traditional skills

VI.) Good of the Order

- a.) Mr. Bradley asked about the Syllabi on the website and not being able to located them
 - Instructions were emailed to him on 4/5/18

- b.) Mrs. Cortright brought up the “Too Good for Drugs” program that is being run through the Carbon-Monroe-Pike Drug & Alcohol Commission, she asked that we continue to run this program on the elementary level, stating that this program is a huge positive for the students. The skills learned from that program are skills that our younger kids need to know.
- c.) Mr. Bradley asked the committee if we knew what a “pill locker” was.
- The committee had not heard this slang term before and Mr. Bradley proceeded to explain that a “pill Locker” was a locker in the high school with a lock on it that one person would pay the other for the combination and then acquire the contents. The contents of the locker being an illegal substance of some sort.
 - Mr. Bradley then told us that his daughter had “turned in” her locker at the high school
 - Mr. Williams stated that the students at the high school have been made aware that they should all be leaders in the high school community and if a student knows where such a locker is located they should come forward and be a leader
 - Mr. Williams explained that the administration at the high school was doing a great job of communicating with the students and making them feel more comfortable with coming to staff with information and situations they know are going on in the high school
- d.) Mr. Bradley asked Mrs. Howland about a water bottle ban at the high school
- Mrs. Howland explained that there was a situation that required the high school to re-examine students bringing open bottles into the high school
 - Students are allowed to bring a sealed water bottle into the building and can then fill it during the day time if needed.
 - There are also vending machines in the school where a student may purchase water and various other beverages, along with other drink items available during the lunch periods
 - Mr. Bradley then asked if he could be given a copy of the Pepsi Contract
 - Emailed on 4/5/18
 - Mr. Bradley also stated that he wanted to bring large water bottle filling stations into the schools so kids have easy, inexpensive access to water daily.
 - Mrs. Howland stated that we currently have several water fountains and bottle stations attached to those.
- e.) Mr. Sebelin wanted to let the committee know that his kindergarten team would like to present at the June Academic Affairs meeting

Next Meeting Date: Wednesday, June 6, 2018, 5:45 p.m. in the Administration Building