



SBCSC Board Meeting

December 16, 2024



Edison K-8

Sean Dillon
Principal

Edison K-8 Agenda

Administration Staff in place by the spring

Parent Q&A - Early Spring

Staff Presentations - Early Spring
For Elementary Staff moving- a clear and fair process

Weekly Building Leadership Meetings in the spring and summer - including building visits

Building Needs - “Move Manual”

Transportation brought into the loop. Information clearly communicated with families



Edison K-8 Agenda

Book Rooms-Elementaries have lots of shared reading resources that will need an accessible place for staff.

Technology Movement - McKinley had a DIS to help label and sort. Who will do this at Coquillard?

Allow teachers in the building earlier in the summer to unpack and set up rooms.

Timely communications to the affected communities and staff

Teacher Work Day-Team Bonding

Schedules/Powerschool set-up for K-8 for scheduling needs as early as possible



Edison K-8 Agenda

Lunch Schedule K-8		
Recess	Lunch	Grade(s)
10:05-10:20	10:25-10:55	Kindergarten
11:05-11:20	10:30-11:00	1st and 2nd
12:40 - 12:55	1:00 - 1:30	3rd and 4th
12:04 -12:19	12:24 - 12:54	5th
		6th
	11:35 - 12:05	7th and 8th





Dickinson K-8

Thomas Sims
Principal

Dickinson K-8 Discussion

- Parent/Community Communication
- Safe and secured instructional areas
- Projected Renovations
- Grade-Level Reconfiguration





Human Resources

Jason Zook

Director of Talent Management

Jo Ellen Talos

Director of Employee Relations

Dickinson K-8 Administration and Certified Staff

Green = New Positions

DSL

Principal

Asst. Principal (K-4)

Asst. Principal (5-8)

-
- K-8 Teachers
 - Special Education Teachers

Special/Related Arts Teachers

- Social Worker
- Social Worker
- Counselor

- Literacy Cadre
- Literacy Specialist

Dickinson K-8 Administration and Classified Staff

Green = New Positions

DSL

Principal

Asst. Principal (K-4)

Asst. Principal (5-8)

- School Security
- Security Resource Officer (SRO)

- Main Office Secretary
- Assistant Secretary
- Attendance Secretary

- SSC
- Custodians
- Food & Nutrition Staff
- Edustaff
- Substitutes

- Behavioral Interventionist
- Bilingual Specialist
- FACSS
- Paraprofessionals
- Kindergarten Aides

Human Resources

Particulars	Personnel	Q1 2025			Q2 2025			Q3 2025		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Begin looking at student numbers and compare to teachers needed	Staffing	■								
DSLs work with Principals to provide a staffing plan of additions and displacements	Staffing		■							
Reports given to HR and HR works with Principals for the internal staffing	Staffing			■						
Teachers and classified staff reassigned as necessary-displaced in displacement pool	Staffing				■					
All teachers assigned that were displaced and internal posting can begin	Staffing				■					
After internal posting, remaining open positions are posted external for outside hires	Staffing					■				
Merger would take place between the reports given to HR and HR working with the internal staffing and the displacement pool process	Staffing			■						



Legal

Kendra Key

General Counsel and Chief Compliance Officer











Consent Decree & Legal Considerations

- DOJ Communication
 - Demographic Data
 - Community/ Teacher Feedback
 - Culture and Climate Considerations
 - Support Consideration
- Recommendation
 - Students move together
 - Invest in further supports through transition
 - Demographic movement through investment
 - Benefit to community
 - Encourage others to attend through Washington and Career Hub investment
 - Utilize investment for enrollment

Legal Considerations

- Next steps
 - Further DOJ communication and collaboration
 - Work toward joint resolution
 - Court approval
- Resolution for Site Approval
 - Include stipulation for Court approval
- Share timeline and communication plan with DOJ

Legal

Particulars	Personnel	Q4 2024		
		Oct	Nov	Dec
Initial DOJ Communication re: Coquillard Site Consideration (Call)	Legal			
Follow-up DOJ Communication (Call)	Legal			
Collect information requested from DOJ	Legal			
Transition Team Presentation	Legal			
Demographic Information for Schools in Washington Feeder	Legal			
Data for Alternate Recommendation_ Hub at Navarre	Legal			
Data for Alternate Recommendation_ Hub at Rise Up	Legal			
Data for Alternate Recommendation_ Hub at Hamilton	Legal			
Data for Alternate Recommendation_ Hub at Warren	Legal			
Data for Recommendation_ Hub at Coquillard	Legal			



Literacy

Dr. JeNeve Adams

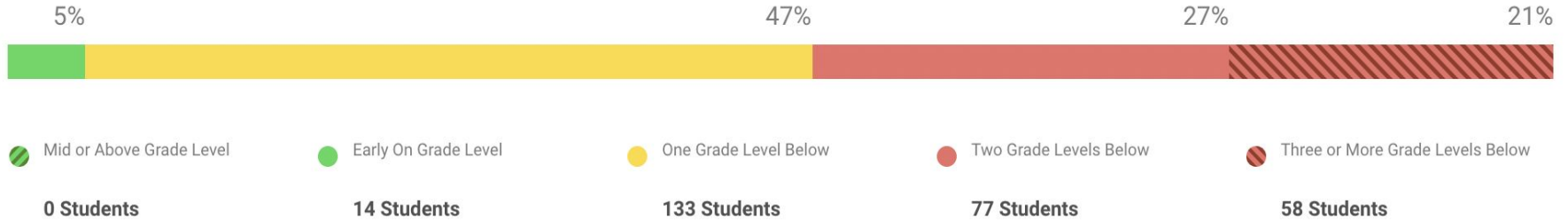
Chief Academic Officer

Regina Warren Ellison

Lead K-12 Literacy & High Ability Coordinator

iReady Data - School Wide

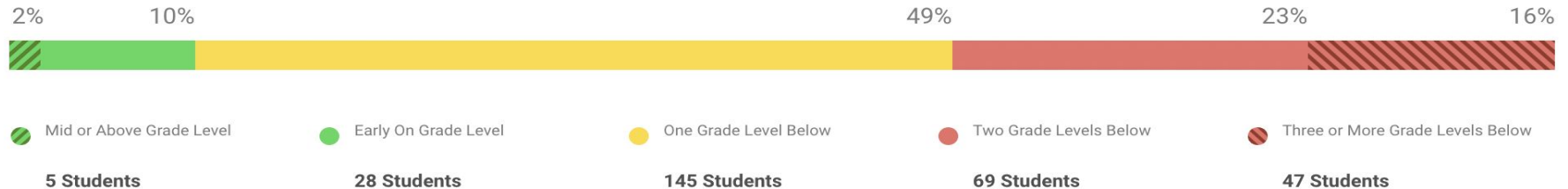
iReady Data - Beginning of the Year



iReady Data - Middle of the Year (In Progress)

Overall Placement

Students Assessed/Total: 294/318



iRead 3 - Data 2024

This Year's Third Graders (taken in 2nd grade)

- 63 Students Total
 - 3 Students Passed - 5%
 - 5 Students On Track - 8%
 - 55 Students At Risk - 55%

Looking at the current data and the new initiatives being put in place, the goal by Summer 2025, is that 80% of Coquillard third grade students (50 students) will pass iRead 3.

First Semester Support

- Literacy Coaches
 - Coaching cycles in multiple grade levels and instructional programs
- Second and Third Grade Walkthroughs
- Monitoring Data and Administration Support
- Once Literacy - Kindergarteners
- Corrective Reading - 3rd and 4th Graders
- Tutor Notre Dame

Certified Teachers

- General Education Teachers - 17
 - 59% are not certified teachers (10 Teachers)
- The curriculum changes are based in the Science of Reading. The prior curriculum (UFLI and EL Education) is not scripted. Foundations and *MyView* is scripted and controlled, which leads to solid Tier I instruction.

Instructional Schedule

Coquillard
Total Time - 90 Minutes

**SBCSC Recommended
Block**
Total Time - 120 Minutes

Whole Group:
Foundational Reading Skills (45 Minutes)

Whole Group:
Foundational Reading Skills (30 - 40
Minutes)

Whole Group:
Comprehension / Writing (45 Minutes)

Whole Group:
Comprehension / Writing (30 Minutes)

Small Group Instruction &
Standards-Based Independent Practice
(60 Minutes)

Curriculum Changes

- Curriculum Changes - KG - 4th
 - Teachers will follow SBCSC's [Curriculum Map](#)
 - The curriculum map includes detailed lesson plan templates and resources, focusing on the Indiana State Standards.

Foundational Reading Skills

Curriculum Changes - KG - 3rd

- Currently Using: UFLI
- Change to: Foundations
 - Foundations provides a systematic and structured approach to teaching foundational reading and spelling skills by focusing on phonemic awareness, phonics decoding, and enhanced vocabulary development
 - Foundations allows teachers to follow specific plans to guide students in gaining foundational skills
 - Through manipulatives, students learn by doing, and gain skills to use when they are reading and writing independently

Curriculum Changes - KG - 4th

- Adding: Heggerty (KG-3rd) and Heggerty Primary Extension (4th)
 - Heggerty's fifteen minute engaging daily program builds strong phonemic awareness with explicit and systematic instruction in key phonological awareness skills like rhyming, blending, segmenting, and phoneme manipulation
 - This is designed to use with students who are struggling with early literacy development



Foundational Reading Skills

- Foundations & Heggerty Implementation Plan
 - Foundations Training
 - KG - 1/17
 - 1st - 1/13
 - 2nd - 1/15
 - 3rd - 1/16
 - Heggerty Training
 - All Grades - 1/8
 - Class coverage will be provided

Coaching Assignments

- Kindergarten Team - Nelda Love
- First Grade Team - Amy Carter
- Second Grade Team - Jenn VanHaver
- Third Grade Team - Regina Warren Ellison
- Fourth Grade Team - Jen Ledford

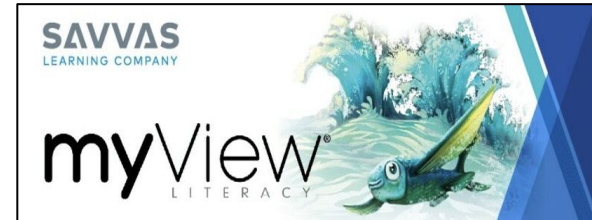
Comprehension / Writing Skills

Curriculum Changes - KG - 4th

- Currently Using: EL Education
- Change to: *MyView*
 - *MyView* is grounded in the Science of Reading and focuses on explicit and systematic instruction for foundational skills, engaging and diverse texts, and evidence-based reading and writing practices.
 - EL Education did not make the IDOE approved list for recommended Science of Reading curriculum.

Implementation Plan

- District Literacy Coaches will plan with each grade level team every Wednesday. They will model and support teachers with new curriculum initiatives.
- District Literacy Coaches will collaborate with Coquillard's Literacy Coaches.



WIN Time

KG - 2nd Grade Students

Intervention Determined Based on Data

- Double Dose of Foundations
 - Foundations Intervention Program, focusing on gaps in phonemic awareness
- Geodes
 - Students will practice their decoding skills by reading engaging texts, reinforcing phonics concepts

3rd and 4th Grade Students

- Corrective Reading
 - All students were given the Corrective Reading placement test to determine their group
 - A, B1, B2
 - All teachers have been trained and are currently working with a literacy specialist
 - Corrective reading focuses on gaps in decoding and comprehension

Once Literacy

- Kindergarteners
 - Each kindergartener works with an Instructional Assistant for fifteen minutes each day
 - The Once Literacy program meets each student where they are and focuses on foundational reading skills

Additional Literacy Support

- DIBELS Progress Monitoring
 - This will track students' growth in early literacy skills, allowing teachers to identify progress and adjust instruction
 - This will help guide planning and make it more individualized and intentional
- iReady Pathways
 - Students will work on their personalized learning pathway for twenty minutes a day. This allows them to focus on the specific skills they need to improve.
- iRead 3 Practice
 - Students will be familiar with the question types and the testing format of iRead 3



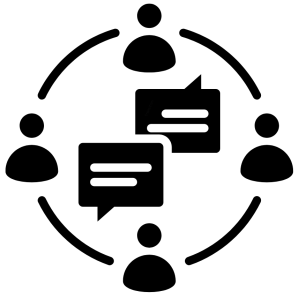
Social & Emotional Learning

Stephanie Steward-Bridges

Chief of Diversity, Equity & Inclusion
Title IX Coordinator

Coquillard Transition Plan Goals

Maintain transparent communication with students and families



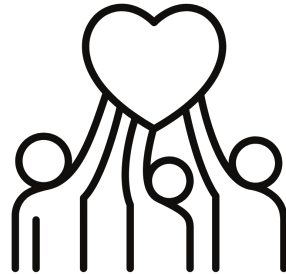
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Supporting space to express feelings related to the transition



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Developing meaningful engagement to support building community



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Successful Transition



Current Student Challenges

State Reportable

- Injury Risk (no harm to others)
- Prolonged Disruptions
- Injury to Others (fighting)
- Defiance

Non-State Reportable

- Prolonged Disruptions
- Injury Risk (no harm to others)
- Minor Disruptions (that stop)
- Defiance

Data Informed Skill Building Opportunities

Top 2 Behavior Incidences Injury Risk & Prolonged Disruptions

Skill Building Opportunity Injury Risk

- Self-Regulation
- Decision Making
- Emotional Awareness
- Physical Control
- Communication

Skill Building Opportunity Prolonged Disruptions

- Attention and Focus
- Emotional Regulation
- Social Problem Solving
- Conflict Resolution

Current Student Supports Provided by Coquillard

Tier 1(school wide)

- Zones of Regulation
- Guided Yoga and mindfulness
- Quaver SEB Curriculum

Tier 2 (small groups)

- Second Steps SEB Curriculum
- CBT tool box activities
- Intentional CASEL integration
- RJ Circles

Additional Proposed Student Supports

- Parent Cafes
- Restorative morning meetings to develop a common language around transition & change
Facilitate healthy communication and minimize negative impact.
- Increased access to skill building groups that align with data
- TutorND literacy mentors
- PDs & Staff Supports (as identified)

Proposed Coquillard Transition Plan



Goals	Phase 1 Jan - Feb	Phase 2 Feb - Mar	Phase 3 Mar - Apr	Phase 4 Apr - May
Transparent Communication	<ul style="list-style-type: none"> Develop common language Morning Circles/Classroom Conversations Parent Cafes 			
Create space for emotional expression		<ul style="list-style-type: none"> Youth RJ Circles Skill Building Croups Beacon/Oaklawn Collaboration TutorND Literacy Mentors 		
Building Community			<ul style="list-style-type: none"> Pen pals program Introduce Student Ambassadors Youth RJ Circles Staff Connections 	
Transition				<ul style="list-style-type: none"> Open house Field Trips EOY Program

Social and Emotional Learning

Particulars	Personnel	Q1 2025			Q2 2025		
		Jan	Feb	Mar	Apr	May	Jun
Morning Circles	Student Services	█	█				
Tutor ND Literacy	Student Services	█	█				
Parent Cafe 1 time per month	Student Services	█	█				
RJ circles (Angel script development) Space for kids to share their feelings,Space to glean insights into kids concerns	Student Services		█	█			
Tutor ND Literacy	Student Services		█	█			
Parent Cafe	Student Services		█	█			
Increased student access to skill building groups through	Student Services		█	█			
Pen Pal: Dickinson students connecting with Coquillard students	Student Services			█	█		
RJ circles (Angel script development) Space for kids to share their feelings,Space to glean insights into kids concerns	Student Services			█	█		
Tutor ND Literacy	Student Services			█	█		
Parent Cafe	Student Services			█	█		
Staff connection between McKinley SW, Nuner SW and Dickinson SW, Coquillard SW	Student Services			█	█		
Open House	Student Services				█	█	
Field trip to Dickinson	Student Services				█	█	
Tutor ND Literacy	Student Services				█	█	
Parent Cafe	Student Services				█	█	
Transition work with ULEAD	Student Services				█	█	



Safety & Security

Eric Crittendon

Director of Security and Safety

Security and Safety

- Secured Entrance
- New Entrance: Coquillard
- Cameras and Fob Access



Enrollment

Viressa Davis

Interim Director of Enrollment

Enrollment-Focused Career Hub Roadmap



CTE Program Applications

Start Date: Dec.17, 2024
End Date: Dec. 19, 2024

- CTE Directors Meeting
- 6-week enrollment window; January 6, 2025 thru February 14, 2025
- 25-26 SY; CTE Hub Apps will open Nov. 1, 2025

SIS Student Indicators for Coquillard

Start Date: Jan. 6, 2025
End Date: Jan. 24, 2025

- PS Student Indicators
- Changes by: School, Enrollment, or Tech Dept
- Ensure accuracy to maintain seamless educational continuity

Pathways for Parents: Opt-Out Strategies

Start Date: Jan. 6, 2025
End Date: Jan. 24, 2025

- Opting Out and supporting choice
- School Options and Resources
- Open and transparent communication with families

School Selection Guidance for Families

Start Date: Jan. 27, 2025
End Date: Feb. 7, 2025






- Timely Communication with families; [MFP](#)
- Methods to disseminate information
- Resources available for families

Collaborative Boundary Planning

Start Date: Jan. 6, 2025
End Date: Jun. 30, 2025

- Potential boundary changes
- Collaboration and consideration of community needs
- Timelines & processes for evaluation and implementation

Enrollment Task Timeline

Tasks	Q4 2024			Q1 2025			Q2 2025			Q3 2025		
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
 Adjust CTE application dates for next school year.												
 Revise Student Indicators for Dickinson K-8.												
 Create plan for parents opting out of Dickinson K-8.												
 Notify families of changes and guide school selection.												
 Coordinate with district team on potential boundary changes for remaining elementary options.												



Coquillard/ Dickinson Construction

Joseph Somers

Director of Facilities Master Plan

Todd Van Keppel

Capital Project Manager: Master Plan

William Drehmel

Manager of Capital Projects Career Center

Coquillard/Dickinson Construction

- Architect contract
- Design
- Construction drawings
- State approval
- Bid process /GC contract awarded
- Construction staging
- Construction: Coquillard
 - Phase 1: Beginning: 4/1/2025 - Completion 8/1/2026
 - Phase 2: Beginning: 6/1/2026 - Completion 8/1/2026
- Construction: Dickinson
 - Secured Entrance: Completion 8/1/2025
 - Kindergarten Rooms: Completion 8/1/2025
 - Bathroom Upgrades: Completion 8/1/2025
 - Library Doors: Completion 8/1/2025
- Occupancy permit

Career Hub							
Criteria	Studebaker 84	Warren	Coquillard	Hamilton	Navarre	New Building	Perley
Location within South Bend City	Yes	No	Yes	Yes	Yes	Yes	Yes
Cost of project	14,000,000+ 20 year Lease	13,500,000 With addition	10,500,000 With addition	10,500,000 With addition	10,500,000 Plus addition	26,000,000	14,000,000 Plus addition
Public Transportation	Yes	No	Yes	Yes	Yes	Yes	Yes
Timeline to complete project	Will not open Aug 2025	Partial Open 2025	Partial Open 2025	Partial Open 2025	Partial Open 2025	Open 2027	Will not open Aug 2025
Impact on CTE Students	No	Yes	Yes	Yes	Yes	No	No
Opportunities for program expansion	At significant cost	Yes	Yes	Yes	Yes	Yes	No
Parking expansion	No	Yes	Yes	Yes	Yes	No	No
Alignment with Master Facilities plan	No	No	Yes	No	No	No	No
Classrooms	20	22	24	18	29	20	16
Square Footage	55,000	60,851	73,806	71,510	140,685	55,000	55,862
Arces	N/A	14.33	19.33	15	19.22	N/A	3 acres



Finance

Ahnaf Tahmid

Chief Financial Officer

Kawnain Chowdhury

Senior Project Manager

Finance: Comparative Costs for Location

Capital Funds

Funding Source	Amount	Commitment Status
SBCSC Bond/Capital Funds	8,500,000	Available
Other Commitments/Sources	2,000,000	Promised

Total Funds for Location*	10,500,000
Total Renovations/Location Cost Estimate	10,500,000

*Does not include all commitments, corporate sponsorships, future grants or a READI potential request. The other funds will be utilized for non-location costs of the project

Cost Evaluations

New Building	Studebaker	Coquillard*
11 pathways	19 pathways	19+ pathways
52,883 square feet	40,000 square feet (38,000 usable)	73,806 square feet (8,500 expansion)
\$21.8M (\$19.8M construction)	\$14M (\$9.4M construction)	\$10.5M (initial estimate)

*Coquillard renovation estimates pending formal design work to create concept drawing for utilization of space and projected cost of construction.



Tentative Cost Breakdown

Coquillard	
Addition	\$3,400,000.00
Infrastructure	\$975,000.00
Renovations	\$3,350,000.00
Total Construction	\$7,725,000.00
20% Contingencies	\$1,760,000.00
9% Soft Costs	\$950,400.00
Total	\$10,435,400.00





Buildings and Grounds

James Mason

Director of Buildings and Grounds

Buildings & Grounds

- Dickinson: Update interior signage.
- Review traffic plans for student drop-off and pickup.
- Increase custodial staffing by 3 positions.
- Review exterior lighting at both schools.
- Repair outdoor basketball court.



Transportation

Latoya King

Director of Transportation

Coquillard to Dickinson Transition Plan

Introduction to proposed plan of combining Coquillard and Dickinson.

Based on current routing the average ride times for Coquillard is 46 minutes and 51 minutes for Dickinson.

Combining of both routes the average route time is approximately 35 minutes.

Route time significantly reduced due to sibling ridership and proximity within the neighborhood creating a positive impact on timing.



Coquillard to Dickinson Transition Plan

Pros

- An option will be to open boundaries to half district for choice schools are Marquette, Swanson, Marshall and Wilson allowing additional regional choices from Coquillard to Dickinson.
- With combining these schools route times will be shorter.
- Creating meaningful engagement to support our community.
442 students total combined for Dickinson and Coquillard. 335 students will receive transportation based on current routing information. 180 students will be self-transport based on current elementary walk boundaries.
- Based on the proposed transition from Coquillard to Dickinson this plan opens up five drivers for 2nd tier due to Coquillard moving to 1st tier.



Coquillard to Dickinson Transition Plan

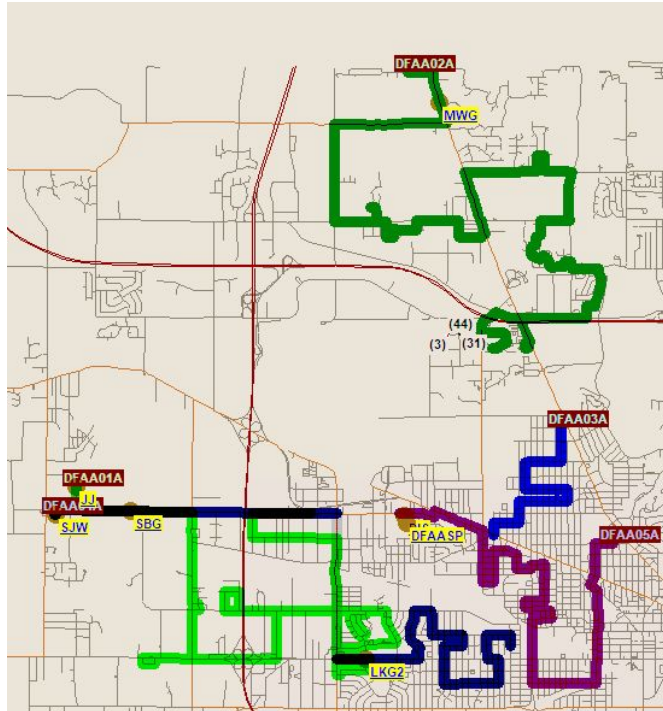
Cons

- Longer bus routes possible with the additional half district boundaries for Swanson and Marshall
- Buses at full capacity
- Additional Routes added

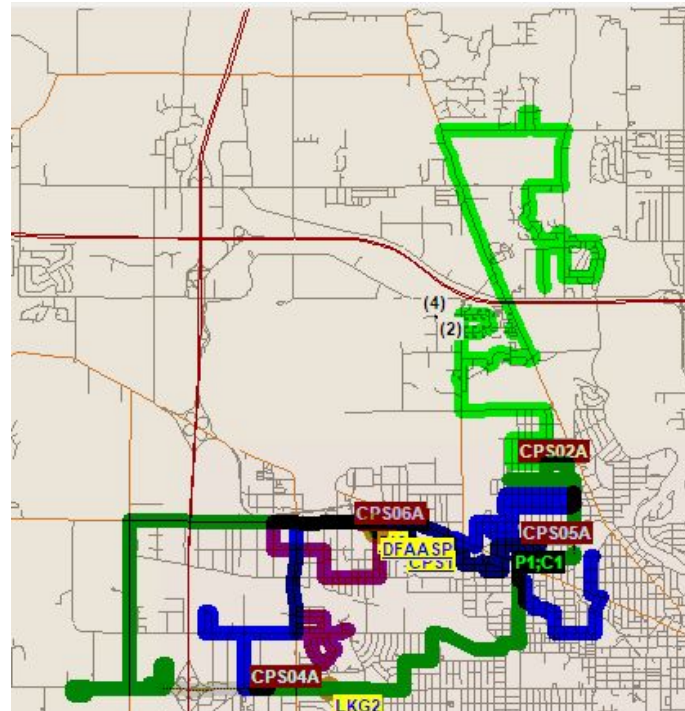


Coquillard to Dickinson Transition Plan

Current Coquillard Route

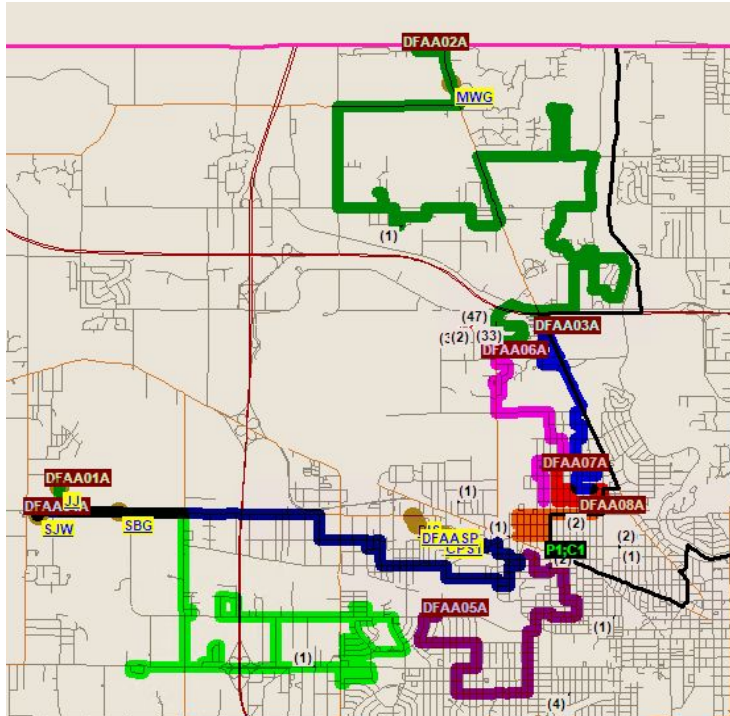


Current Dickinson Route



Coquillard to Dickinson Transition Plan

Combined Mock Routes Example



All students outside the boundary may receive transportation to Marquette or CIA base on availability

SUMMARY

This transition plan does not have a major impact on Transportation.



Career Hub

Direct route students from home to school by 8:30 AM bell time

- The AM session would begin at 8:30 a.m. and conclude at 10:45 AM, these students would be direct routed
- The PM session would begin at 1:00 p.m. and conclude at 3:30 PM, these students would be routed home at the end of the day
- There would be available shuttles at 10:45 a.m. and 1:00 p.m. at High schools and CTE Hub





CTE (Career & Technical Education)

Chad Addie

Assistant Superintendent College & Workforce
Readiness

Dr. Andrew Findlay

Director of CTE & Adult Education

CTE (Career & Technical Education)

- SBCSC's approach to Career & Technical Education features innovational career pathway alignment (i.e. CTE, Adult Ed, GUSB!, ACCESS, IVY Academy and school counselors)
- SBCSC is the recognized REGIONAL CTE District (# 7, by county) and largest without central location; however, a second CTE # was granted to a competing charter network
- Coalescing the majority of CTE programs of study into the South Bend Regional CTE HUB establishes leadership role, plus capacity for increased enrollment, programs, and industry investment
- The Fall, 2025 completion of the CTE HUB (phase 1) is time sensitive due to public charter school competitive development



Accountability & Progress Monitoring

Joseph Somers

Director of Facilities Master Planning

Accountability and Progress Monitoring

How will each department hold themselves accountable for the work?

Department Accountability:

- Regular tracking of work through **Gantt charts**
- Progress updates provided to the **SBCSC Board of Trustees**

Key Focus Areas:

- **Consistency:** Timely completion of tasks
- **Transparency:** Regular updates and clear communication

Building Utilization Information

School	Enrollment	Capacity	Utilization
Washington	776	1400	55%
Navarre	376	680	55%
Dickinson	308	780	39%

Questions



