

**CONTOOCCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197**

EDUCATION COMMITTEE

Wednesday, January 23, 2007

7:00 P.M.

SAU Office

MINUTES

Attendees: Beverly Bacon, Mary Loftis, Gail Cromwell, Ray Cote, Bart Goodeve, Stewart Brock, Tom Welden, Richard Bergeron, Don Johnson, Marian Alese, Linda Potter, Sue Dell, Dick Dunning, Deb Ames, Gib West

1. Approval of Minutes – December 10, 2007

Stewart Brock moved to accept the minutes of the December 10, 2007 Education Committee meeting. Bart Goodeve second. Unanimous.

2. Wellness Policy/Committee (Handout to be distributed at meeting)

“Recommend any changes in the ConVal School District policies pertaining to students, curriculum, and/or instruction to full Board”

Sue Dell introduced Cindy Dickinson, who has worked on staff for a number of years. Sue said that a passion of Cindy's is wellness. Two years ago we formed a wellness committee for the staff at the high school. The bonding and wellness was addressed. Cindy has taken it upon herself to investigate a wellness grant through LGC. Cindy put the grant together and submitted it with the support of the high school and Superintendent. The grant was awarded to the high school.

Cindy said that she has always believed that a well faculty is an effective faculty. We are not good teachers if we are not well. One of her goals is to make people aware of what is available to them. She is going to bring in LGC to make presentations. Kickoff took place last Wednesday. One of the services being offered is a comprehensive health assessment. An incentive program was developed. Lower blood pressures, BMI's, weight loss among others are the goals. Three components, nutrition, exercise, and stress reduction are the incentives. Two levels of incentives for the Get Moving Program will exist. Training and advice will be provided. A walking program called Hiking the Grand Canyon is another program offered. It will end in a 5K. Fitness classes will take place several times a week from 3-4:00. The Fall Program is called Quiet Start which is a stress management program.

Sue Dell said that LGC tried to hire Cindy at LGC after reviewing the grant she wrote.

3. Extended Learning Opportunities – CVHS (Sue Dell – see attached)

“To ensure the Board's familiarity with the districts educational programs.”

Sue Dell said that there is no model for this. Extended learning opportunities talk about getting primary knowledge and skills outside a traditional classroom. There are a variety of opportunities. A policy needs to be developed to move forward. (See Attachment #1) Extended Learning Opportunities (ELO's) are optional. Whole or partial credit can be earned.

How this will be monitored at the high school must be determined. Questions, sample policies and a timeline are detailed in Sue's handout. Examples of schools already implementing ELO's were cited. Templates were provided. Sue said that we cannot proceed until competencies are in place.

Bart said that NHSBA has a broad policy on this topic. It would unlikely interfere with proceeding. Bart said that he would like to be ahead of other high schools. He would like to adopt NHSBA policy for the time being. The process could be accelerated. Sue said that this is a rational way to move forward.

Don Johnson recommended that the draft policy be brought through Sue's team. Bring it to the policy committee to bring forward for review. Bart said that this is a year and a half in the process. Sue said that she was sensitive to the fact that we have a new Superintendent and Assistant Superintendent and she wanted to inform them.

Sue Dell said that she is happy to do what the Board would like her to do.

Stewart Brock said that we have Virtual High School now and he asked what policy governs that today. Dick said that they are listed as high school programs. Joe Hayes said that we accept credit from accredited sponsoring institutions. Independent studies are primarily overseen by teachers. They are out of the box opportunities.

Don said that if we are going to do extended learning opportunities that a policy must be in place.

Sue said that through the opening of the Virtual Learning Academy, several families enrolled without permission from the high school and expected credit to be accepted.

Joe said that there is concern that some of the experiences available online might be taken advantage of online without regulation.

Bart said that extended learning is there to extend what students can get beyond what we can offer. He thinks of the arts specifically. Students participate in programs now. They need to be rewarded for it.

Dick suggested that it is premature to recommend policy without the Superintendent and Assistant Superintendent to be onboard.

4. High School Grants

"To ensure the Board's familiarity with the districts educational programs"

- Service Learning (see attached)

Deb Ames, Asst. Principal CVHS, said that when she came on board she investigated a grant with Kids Consortium. It has a specific model for service learning. They write grants and receive money and we can apply from there to receive monies. We receive training and support when we receive a grant from them. We will be receiving \$8,000. We developed a goal to bring about awareness of service learning.

It is not a community service program. They are looking for students to go out and identify a problem and help solve it.

The Environmental Science class is promoting a recycling effort in identifying a problem. They will have an opportunity to write to the Consortium to gain funds for their project. The Service Learning Team met and formed a leadership team. We meet bi-monthly. We have had several trainings at the high school. We have also had training for awareness at the school as well to educate what service learning is. No district funds are needed for students to participate in this program. A student summit will take place in March in Maine at no cost to the district as well.

Deb said that we hope that this will be a regular part of the curriculum at ConVal High School.

Bart asked if the students were doing anything separate from what is taking place in a class.

Deb said that within the curriculum, a problem is being addressed. Bart asked other than the funding for students requested aspects, what the \$8,000 will cover. Deb responded that they

are required to donate "in kind". For example, MaryLou O'Neil is the co-coordinator. Her stipend is paid for through this grant. Supplies are paid for through the grant as well. We have \$2,500 to establish a mini-grant project. Deb said that we are required to pay for transportation to the summit. We thought that substitute money could come out of the grant funds as well. Gail Cromwell asked about the mission statement. She suggested that the mission is actually the statement at the bottom of the page. Deb said that we are looking at the mission of the leadership team. It is the beginning and we are happy to look at the feedback. Gail said that it sounds wonderful.

Mary Loftis said that it sounds like the initiative comes from the teacher. Deb said that as service learning becomes more of the culture, the student might identify a problem to be addressed. Currently, a teacher helps identify a problem and talks with the students. Mary said that it would seem appropriate at the high school level for the students to initiate rather than the teacher.

Stewart Brock said that it is phenomenal to work on this project. He said that it would be a great thing to challenge by grade. It could be offered to an entire student body and asked them to run with it.

Deb explained the ultimate concept.

Sue Dell said that service learning can be done outside of the building and brought back for possible credit. Sue explained the history of such projects at the high school.

Dick Bergeron asked if there was thought on how to chronicle the work. It could be exciting to capture the work in progress. Deb said that the goal is to develop a promo to bring about awareness and excitement with service learning.

- Wellness (Sue Dell will have attachments)

Marian said that every school district had to have a wellness policy in order to receive free and reduced meal money. She said that small working committees worked on implementation in the food service program, focusing on health curriculum among other items. We were pleased that we were doing more than we thought we were but had to be better at documenting the work we did. We had a review by the Bureau of Nutrition. Marian cited many of the items ConVal has already met. She said that we have to have a plan in place with documentation and plan for how we are going to get there. There is not an actual date for completion; we have to show good faith in our plan. The dates should be changed in the policy. The food service program cannot make sure that some pieces happen. We cannot be sure that foods will be made available outside the food service program. The vending machines for the most part are in compliance. Other pieces are that the physical education curriculum needs to be addressed. Some of the elementary schools were not allowing sufficient time for a meal. It has been addressed.

Bart asked if items specific to low-fat milk and whole grains are in the statute. Marian said that they are not in the statute. Marian said that it is in the USDA guidelines. There is a compliance issue in order to get free and reduced meals. Marian said that letters to parents are sent out to encourage healthy snacks and foods. Marian added that related items are happening in the individual buildings.

Stewart asked about the timeline. Marian said with the absence of a committee, she was unsure how we will get there. There are fragmented efforts taking place. Stewart asked once a committee was formed what time frame Marian thought would be required. Marian said that it would take longer than a month to review curriculum. She thought that work could be done by the end of the school year.

Dick Bergeron said that it should be a standing committee.

Bart said that the bar is not that high. It is part of the Food Service Director's job to get the documentation. Marian said that the food service program is able to handle their piece but not the pieces outside of their realm.

Stewart said that this committee has to be formed.

Linda Potter said that a gap analysis should take place.

Mary Loftis asked if the employment of the two health teachers in the middle school shouldn't be a part of this. Dick said that the curriculum piece is.

Dick said that the next step is to develop an agreement of what the committee should look like. A profile of the working committee should include five or six members with a nutritionist or dietician. Discussion took place.

Don asked if a school nurse and a P.E. person be a member of the committee. Dick confirmed. A Board member will be a standing member. Mary Loftis asked if this will be an ongoing body or one to set up the policy. Don said that it will initially be labor intensive and then one that is ongoing to maintain.

5. Professional Development Report (attached)

"To ensure the Board's familiarity with the districts educational programs"

Don Johnson referenced the Professional Development Report. There is a day of professional development on Monday. We have thought of this as a district wide professional development day. Don has found what the experience of the high school is for this day. Linda Potter is using this day to work on PBIS at the high school and elementary schools. In addition, some of the elementary schools are working on goals, ETGAP's, curriculum development work, technology and DCYF presentation are also in the plan. Don said that there are many initiatives.

6. District Wide Data Team

"To ensure the Board's familiarity with the districts educational programs"

Don said that both he and the Superintendent are passionate about assessment data. A core data team will be worked with. Twenty-four representatives are members on the Data team. The first meeting will take place next Tuesday.

7. Other – future topics

o Class size

Don said that this discussion will be coming back and that it is on the radar. Other information from other districts will be evaluated.

Stewart said that we are moving into multiage classes. We, as a committee, need to understand it.

Mary Loftis asked Sue Dell about the ConVal Current publication speaking about Advisory times. Sue said that attendance during advisory is placed in the middle of the day to boost attendance.

Beverly Bacon called the meeting to a conclusion at 8:55 p.m. Unanimous.

Respectfully submitted,

Brenda Marschok