APPROVED

Cold Spring School

Minutes

Board Meeting

Date and Time
Wednesday November 9, 2016 at 5:00 PM

Location
Cold Spring School

Directors Present
B. Albano

Directors Absent
None

Guests Present
C. Bruns

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Albano called a meeting of the board of directors of Cold Spring School to order on Wednesday Nov 9, 2016 at 5:10 PM.
A regular meeting of the Cold Spring School (CSS) board was held on Wednesday, November 9, 2016, in the CSS conference room. Presiding officer was Mr. Bob Albano, Board Chair.

Members present were: Bob Albano, Chris Gerrity, Cheryl Hertz, Janice Hicks-Slaughter, Kelly Payne, Leroy Robinson, and Lori Schein. CSS Principal Carrie Bruns and Assistant Principal Tom Hakim also attended the meeting.

Members absent were: Steve Downing and Tonya Tudor.

The meeting was called to order at 5:10pm by Mr. Bob Albano, Board Chair

No Community members attended to provide input.

C. Approve Minutes

Motion to approve the minutes from Board Meeting on 10-19-16.
The board **VOTED** unanimously to approve the motion.

II. OLD BUSINESS

A. CSE Professional Academic Goals and Objectives

Copies of CSE (Cold Spring Elementary) Professional Academic Goals and Objectives, CSE Board Goals and Objectives, and Recommendations for Board Committees were distributed, along with Committee Responsibilities and the October budget and bank reconciliation reports.

Board members discussed the academic goals and information about testing was provided by Mr. Tom Hakim and Mrs. Carrie Bruns.

NWEA-50% of students in grades 3-6 will hit their growth target
ISTEP- 50% of students in grades 3-6 will receive a passing rate for Math and ELA
IREAD- 80% of students taking IREAD will pass
TRC- 75% of students in grades K-2 will be on grade level at the end of the school year.

NWEA assessment is given at the beginning of the year to provide benchmarks and set growth targets. NWEA scores provide a grade level equivalent for each student. NWEA scores at the end of the year show student growth.

IREAD is a 3rd grade test required by the state. Students must pass to go to 4th grade. Test waivers are available for some students, such as Special Education and English as a second language students. The test is given on March 1 and can be taken a second time if a student doesn't pass. Remediation is provided in April and May and in a summer program, after which the test is repeated at the end of July.

NWEA was selected because it is more growth-based. The 50% passing target is recommended by NWEA.

CSE IREAD scores last year decreased to 64% passing. There were more special education students in third grade compared to previous years. The goal is 80% passing as it have been in the past.

ISTEP scores also decreased last year, which happened throughout the state.

TRC goal of 75% of students on grade level is typical of IPS district. 75% is mastery. TRC scores range from A for beginning level to about level P. A TRC level N in second grade is a good predictor of whether a child will pass IREAD in third grade.

There are two CSE students who reached Pass+ on ISTEP last year. A new ISTEP was implemented two years ago. Last year was the first year for the Pearson test and scores decreased all over the state. There are some technology and equity issues with the test. A 50% passing rate on ISTEP is an ambitious target.

CSE pass rates this year will provide a baseline. Board members must consider continuous improvement and significant improvement.

The board discussed how CSE is helping teachers and students to meet the ambitious goals. For IREAD in the past, retired teachers were brought in to instruct small groups in reading and this may be done again. The CSE literacy coach will provide some professional development for teachers. CSE purchased a Lexia license to support literacy instruction. CSE will work with Marian University to bring practicum students or student teachers to the school. Professional development for new teachers will be provided. CSE is working on developing a teacher pipeline through MU and Teach for America. Professional development was provided on Nov. 8. on the rubric for Highly Effective teaching.

A motion was made to adopt the CSE professional academic goals and objective for 2016-2017 as presented. The motion was seconded and it passed with 6 ayes and no nays.
Motion to adopt the CSE professional academic goals and objectives for 2016-2017 as presented.
The board **VOTED** unanimously to approve the motion.

B. CSC Board Academic Goals and Objectives 2016-2017

The CSE Board Goals and Objectives 2016-2017 were discussed and amended to read as follows:
1. Develop a comprehensive growth strategy for areas of finance, marketing and recruitment to include students and staff.
2. Solidify structures and processes to ensure sustainability.

A motion was made and seconded to adopt the CSE Board Goals and Objectives 2016-2017 as amended above and the motion passed with 6 ayes and no nays.
Motion to adopt the CSE Board Goals and Objective 2016-2017 as amended above.
The board **VOTED** unanimously to approve the motion.

C. CSE Teacher/Staff Merit Pay Proposal 2016-2017

The CSE Teacher Merit Pay Proposal was discussed. A proposal was made to award $500 to each staff member in December 2016 as a thank you for the start of the first school year as an innovation school.

Mr. Leroy Robinson excused himself at 5:41pm

Board members asked about non-CSE staff, including the ESL teacher, social worker, literacy coach, special education teachers, media assistant, food service employees, and custodians and were informed that these IPSE employees were not eligible for the bonus due to union regulations and payroll issues. The board discussed how to award these IPS employees along with CSE employees. Mr. Albano will continue to investigate options fo providing a bonus to non-CSE employees.

A motion was made and seconded to award a $500 bonus in December to all CSE Contracted staff members and the motion passed with 5 ayes and no nays.
Motion to award a $500 bonus in December to all CSE Contracted staff members.
The board **VOTED** unanimously to approve the motion.

D. CSE Economic and Development Plan

CSE financial statements were briefly discussed and a suggestion was made to show expenses compared to budget which will help the board ensure that CSE is on track with spending. Some services are still provided by IPS and the board will need to consider a growth and sustainability plan. Looking for partners should be part of this plan. Marian University is currently a partner and this university partner ship is one of the unique aspects of CSE.

III. NEW BUSINESS

A. Monthly School Update

Mrs. Bruns provided a school update:

- Tuesday Nov. 8th was a professional development day. Mr. Hakim led a session on the RISE rubric which was mandatory for new teachers, but also attended by most other teachers.
- Mrs. Bruns worked with a teacher on the STEM certification process.
- The STEM self-assessment has been completed and is ready to be submitted.

- CSE has 14 clubs and students rotate among them. Clubs include 4-H, cooking, robotics, math games, chess and fantasy sports.
- The Mind Trust provided funding for students to watch the Queen of Katwe film and to have a snack. The Mind Trust will provide some funding for additional chess sets
- Dr. Jeff Hannah from MU has already visited CSE twice to help teach students how to play chess.
- Several teachers attended the Marian University Gala on November 4, 2016. They were thankful for the complimentary tickets and hopeful that tickets would be provided again.
- School enrollment is slightly down, and is not 285-288. CSE is calling 1st, 2nd, and 4th grade students on the wait list. A second average daily membership (ADM) check will be conducted in January.
- CSE will participate in Showcase of Schools on November 19.
- About 30 CSE families attended the Marian University football game on October 29.
- Dr. Susie Beesley from MU will facilitate Family Math Night next Wednesday, Nov. 16 with the help of her students.
- Third and fourth grade students will participate in an Indiana Bicentennial program on Thursday Nov. 10.
- CSE will host a veterans program on Veteran's Day which is Friday, November 11, 2016.
- CSE is developing an email distribution list for sending out newsletters and announcements. Send Mrs. Bruns names of stakeholders to add to the list.
- CSE will participate in the first robotics competition soon.

Mr. Albano recommended that CSE hire someone to create a new school website. Mrs. Bruns is meeting with faculty from Marian University to discuss setting up one or two internships for students who could help create the website and develop a marketing plan and materials. Mr. Hakim is gathering information about sites which host websites and cost around $20 per month.

B. Learning Garden Proposal

CSE will submit a earning Garden grant request before Thanksgiving. If awarded, the grant will provide $40,000 to $50,000 for creating a school grade. CSE will be responsible for providing $300 to $500 annually for upkeep. Elementary level gardens usually focus on vegetables, which CSE may use for the cooking club. The CSE garden team may become a club.

C. Recommendation for Principal Bruns for Board Committees

Recommendations for Board Committees were discussed. Mrs. Bruns and Mr. Hakim worked with Board on Track to develop three committees. Committee responsibilities are

detailed in the "Cold Spring School Board Committees 2016-2017 Committee Responsibilities" handout which was provided to board members.

Mrs. Bruns discussed the possibility of adding grades 7 and 8, which is something that CSE parents would like. Herron High School has purchased the Naval Armory, which it will use for a new high school. South Hall at CSE my be used as a temporary space for the new high school while Herron renovates the Armory. If so, Herron will pay the costs of renovating South Hall. If Herron does not use South Hall, it's possible that Marian University may renovate it and let it to CSE.

If CSS ads grades 7 and 8, then 6th grade will move into a middle school building to have grades 6-8. Teams of two teachers for each grade would split the teaching into math/science and social studies/language arts. Also a special education teacher would be needed, along with teachers for specials and a cafeteria. The question is how to fund the renovation. Adding grades 7 and 8 would also require altering the agreement between CSE and the IPS Board because the current agreement specifies that CSE is for grades K-6.

A motion was made and seconded to approve the CSE Board Development Committee as written in the "Recommendations for Board Committees" with the provision that board members may change committee assignments if they are uncomfortable with their current committee assignments. The motion carried with five ayes and no nays.
Motion to approve the CSE Board Development Committee as written in the "Recommendations for Board Committees" with the provision that board members may change committee assignments if they are uncomfortable with their current committee assignments.
The board **VOTED** unanimously to approve the motion.

D. Academic Goal Committee

Motion to approve the CSE Board Academic Excellence Committee as written in the "Recommendations for Board Committees" with the provision that board members may change committee assignments if they are uncomfortable with their current committee assignments.
The board **VOTED** unanimously to approve the motion.

E. Governance Committee

Motion to approve the CSE Board Governance and Finance Committee as written in the "Recommendations for Board Committees" with the provision that board members ay change committee assignments if they are uncomfortable with their current committee assignments.
The board **VOTED** unanimously to approve the motion.

F. Economic, Growth, and Development Committee

IV. Other Business

A. Board Member Input

Ms. Kelly Payne excused herself from the meeting at 6:42pm after the vote.

The Board was asked to review the Teacher Merit Pay Proposal to prepare for the January meeting. The Board must be sure that CSE can afford what is recommended.

Mr. Albano suggested a Board Retreat one evening or perhaps on a Saturday.

The Board will provide mid-year guidance to Mrs. Bruns, especially as related to the Academic Goals.

Each Board member will be evaluation, mostly on the basis of attendance and whether he/she can participate.

V. Closing Items

A. Adjourn Meeting

A motion was made and seconded to adjourn the meeting at 6:52pm. The motion passed with four ayes and no nays.

Recorded by: Dr. Cheryl A. Hertzer
Reviewed and Submitted by: Dr. Cheryl A. Hertzer
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:52 PM.

Respectfully Submitted,
C. Bruns

Documents used during the meeting

None