APPROVED

Cold Spring School

Minutes

Board Meeting

Date and Time
Wednesday October 18, 2017 at 5:00 PM

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 Oct 18, 2017 at 5:36 PM.
A regular meeting of the Cold Spring School (CSS) board was held on Wednesday, October 18, 2017 in the CSS conference room. Presiding officer was Mr. Bob Albano, Board Chair.

Members present were: Bob Albano, Steve Downing, Cheryl Hertzer, Janice Hicks-Slaughter, Kelly Payne and Tonya Tudor.

Members Chris Gerrity and Leroy Robinson were absent.

Assistnat Principal Tom Hakim, Elementary Dean AJ Barcome, media specialist Haley Trefun and Mr. Brian Anderson also attended.

No community members attended or signed in to provide input.

C. Approve Minutes

Motion to approve the minutes from Board Meeting on 09-20-17.
The board **VOTED** unanimously to approve the motion.

II. New Business

A. New Business Items

Ms. Hayley Trefun, Library Media Center specialist, presented a proposal to the board for refreshing the technology, collection, and seating in the Medial Center. Ms. Trefun is teaching students how to use the library and she has instituted the Pizza Hut reading incentive program. After answering questions about the proposal and funding request, Ms. Trefun left the meeting at 5:47pm.

Mr. Brian Anderson provided a financial report to the board and answered questions about the budget. About $6,000 per day is required to run the school. He explained that CSS is on target for spending, which should be around 25% because about one-quarter of the school year is completed. He noted that some expenditures, such as insurance, are upfront costs. Mr. Anderson left the meeting at 6:09pm after his financial report.

Mr. Tom Hakim provided an overview of the teacher evaluation process. He explained the four domains on which teachers are evaluated: 1. Planning and Preparation, 2. Classroom Environment, 3. Instruction, and 4. Professional Responsibilities. Instructs in IPS are observed and evaluated 6 times per year. Four of these are based on short observations of 10-15 minutes and two are longer observations of 20-45 minutes. Mr. Hakim is the primary evaluator for CSS. Mrs. Carrie Bruns (Principal) and Mr. A.J. Barcome are secondary evaluators. After an observation is conducted, Mr. Hakim prepares his evaluation using Standards for Success teacher evaluation software and the teacher logs on to read and respond. After the teacher add comments, Mr. Hakim submits the evaluation.

Mr. Albano reminded the Board that teacher evaluations, along with ISTEP scores, should be included in a plan for awarding teacher bonuses.

Mr. Albano requested staff goals and the School Improvement Plan from Mr. Hakim in time for the November board meeting so that the Board can set goals in November.

Mr. AJ Barcome discussed the school improvement plan and 2017-2019 goals for ELA and literacy, math, and culture and climate. he discussed the need to collect data on culture and climate so that goals can be set. About 85% of CSS teachers are now tracking behavior. he explained Positive Behavior intervention and Support (PBIS) and provided examples of school wide goals. Teacher are being trained to use a four-step process for behavior issues: 1. Reteach the expectation to the student. 2. Ask the student to reflect on his/her choice and why it was made. 3. contact the parent. 4. call the administrative team for support.

Mr. Tom Hakim provided a personnel report. The 6th grade math and science teacher has resigned and administrators have already interviewed applicants for the open position.

Mr. Hakim provided Title I and II spending reports and the principal's report

- Students in grades K-1 traveled to a pumpkin patch.
- The whole school participated in a field trip to the Indianapolis Zoo. The zoo trip was sponsored by Geico and CSS had to pay for transportation only.
- A successful Family Night was held with the support of Marian University.
- Monday, October 16 was a professional development day focused not teaching math.
- New STEM clubs have started.
- School on Wheels needs more tutors for students.

Mr. Barcome departed at 6:47pm.

- Marian University's women's soccer team visited CSS on Tuesday, October 17 and interacted with students.

Mr. Hakim presented a proposal for funding Saturday Stars, a program with the goal fo increasing academic achievement by providing Saturday instruction. Students will be invited and given rewards and prizes as incentives. Families mush provide transportation for the students. Students in the bottom 25% as measured by test scores will be invited to participate and ISTEP Coach books will be used for instruction. Mr. Hakim will track data on the participants.

Motion to approve continuation of the work on the Saturday Stars proposal with budget approval to come later.
The motion carried with 6 ayes and no nays.
The board **VOTED** unanimously to approve the motion.
At 7:00pm Ms. Kelly Payne left the meeting.

At 7:03pm Mr. Hakim left the meeting.

Mr. Albano discussed the principal evaluation which included objectives and expectations for Mrs. Bruns for the current 2017-2018 school year.

At 7:07pm Mr. Steve Downing left the meeting.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:08 PM.

Respectfully Submitted,
C. Bruns
Recorded by: Dr. Cheryl A. Hertzer
Reviewed and Submitted By: Dr. Cheryl A. Hertzer