

KELLOGGSVILLE BOARD OF EDUCATION
Virtual-Regular Meeting – February 22, 2021
Report No. 20-84

CONSENT AGENDA

MINUTES OF MEETING

Virtual-Regular Meeting – February 08, 2021

ROLL CALL

Present: Mrs. Groters, Mr. Marihugh, Mrs. Reidzans Mrs. Tanis, Ms. Sellers, Ms. Townsend, and Mrs. Ward
Also present: Samuel L. Wright, Superintendent
Jeff Owen, Director of Instruction
Eric Alcorn, Auxiliary Services Director
Christian Martinez Ramos, HS Student/Board Representative

MEETING CALLED TO ORDER

President Ward called the virtual meeting to order at 5:30 P.M.

PLEDGE OF ALLEGIANCE

The Board and Visitors recited the Pledge of Allegiance.

NEXT REGULARLY SCHEDULED MEETINGS

The next regularly scheduled board meetings will be held:

- February 22, 2021 @ 5:30 p.m. Virtual
- March 08, 2021 @ 5:30 p.m. Virtual
- March 22, 2021 @ 5:30 p.m. Virtual
- April 26, 2021 @ 6:00 p.m. Board of Education Center
- May 10, 2021 @ 6:00 p.m. Board of Education Center

COMMUNICATIONS - None

VISITORS

President Ward welcomed visitors.

REPORT OF THE SUPERINTENDENT

Consent Agenda

It was moved by Mrs. Tanis, seconded by Mrs. Reidzans, to approve Consent Agenda items 20-76, 20-77, and 20-78.

20-76 Approval of Regular Meeting Minutes from 01/25/21

20-77 Approval of Personnel Report

20-78 Approval of Schools of Choice Resolution

Yeas: 7 Nays: 0

MOTION CARRIED

ACTION

A. Approval: Region 3 MASB Board Election

It was moved by Mrs. Groters, seconded by Ms. Sellers, to approve the candidate for MASB Board Election - Region Three, Jill Fennessy

Yeas: 7 Nays: 0

MOTION CARRIED

PROPOSAL

A. Elementary Neighborhood Schools Attendance Areas

The administration team met and reviewed the current attendance areas for Southeast and West elementary schools (PreK-2nd grades). Various options were discussed and Mr. Schilthuis presented two (2) versions for 2021-22 elementary boundary realignment. Proposal 1 had a common dividing line of Division Avenue as the split and Proposal 2 used only a portion of Division Avenue as the split and then pulled all students north of Harp Street to West Elementary. Data of current resident students, by grade level, were also reviewed and the recommendation was made to realign the elementary boundary using all of Division Avenue as the split - Proposal 1. This proposal will be placed on the 02/22/21 agenda as a consent item.

INFORMATION & REPORTS

A. Instruction Goal Committee

The Instruction Goal Committee (Owen – Chair, Alston, Morrow, Farkas, Stevens, Muhammad, Caterino, Blok, Ward, Marihugh), shared an update on their goal progress:

Goal #1

Continue to develop an elementary reading program that stresses the importance of phonemic and phonological awareness. In addition, look to add rigor to daily instruction by using grade level materials with appropriate scaffolding to ensure student success.

Desired Results: At least 95% of current 3rd grade students will exceed the minimum requirement established by the 3rd grade reading law.

Goal #2

Secondary staff will incorporate effective writing strategies across the curriculum.

Desired Results: Students will demonstrate higher student achievement in writing as measured by the M-Step and SAT assessments.

Goal #3

Align math instruction across all grade levels.

Desired Results: Increase student achievement in math.

Goal #4

Improve virtual instruction by evaluating the current platforms being used during the 2020-21 school year. In addition, provide staff with the necessary training to be effective online teachers through professional development activities.

Desired Results: Provide virtual learners with the education necessary to be successful on all state-mandated assessments.

Mr. Owen shared that for Instruction Goal #1, the activities that took place at the 01/18/21 professional development focused on review of what makes text complex through Depth of Knowledge and supports identified in the Opportunity Myth and its connection to the common core reading standards. Additional working on this goal will take place at the 02/19/21 professional development day. For Goal #2, staff at the secondary level worked on Disciplinary Literacy in the Secondary Classroom.

Staff used this document and the associated resources to create new or enhance writing efforts in their specific discipline. Work on this goal will also continue at the 02/19/21 professional development. For Goal #3, sample math materials for 4th and 5th grade levels have been provided by Math Expressions and Envision Math and presentations by both companies will take place in mid-February. K-3rd grades will be going with Math Expressions and the secondary programs will be using a division of Pearson. For Instruction Goal #4, a lot of PD has taken place to enrich online instruction using the learning platforms currently in place. A shift is now taking place to create an online school for the 2021-22 school year. Ms. Travis has been working hard to develop the many components associated with creating this program and will present a proposal to the board in the near future. The committee will make their next report on 03/22/21.

B. Human Resources Goal Committee

The Human Resources Goal Committee (Alcorn – Chair, Schilthuis, Palmitier, Ricketson, Pate, Travis, Schmier, Reidzans, Sellers), shared an update on their goal progress:

Goal #1

Develop guidelines and procedures to meet the requirements of the law for school security.

Desired Results: Have a written plan in place that follows state and federal guidelines regarding school security.

Goal #2

Create job descriptions for all new job classifications.

Desired Results: Clear and concise expectations for all new job classifications.

Goal #3

Review and revise interview questions for all job classifications.

Desired Results: Establish standards and job specific questions to ask potential employees.

Goal #4

Develop guidelines and procedures to create a blended K-12 learning environment for both online and in-person instruction.

Desired Results: Develop an online instruction model to go along with in-person instruction that meets state and federal guidelines.

Mr. Alcorn shared that this committee has formed several smaller subcommittees to assist with accomplishing their goals. For Goal #1, a written Emergency Preparedness Plan is currently in draft form and has been reviewed by the administration team. This plan will help us to be compliant with state guidelines and will act as a bridge for structuring the building level plans, linking them to the district. The committee is also reviewing several neighboring school districts' plans as a comparison. To achieve Goal #2, the committee is in the process of writing and updating the job descriptions that need to be changed and/or created and once completed they will be reviewed by the district's legal counsel. For Goal #3, the committee is also in the process of putting all interview questions on an electronic platform for ease of access and usability.

The committee will also review scoring standard practices to determine its effectiveness. The process of creating the structure of an online school, as indicated in Goal #4, has begun. Details that include staffing needs, curriculum platforms, learning platforms, and student handbooks, etc. are just a few of the components being researched so that the school is ready to open for the 2021-22 school year. Ms. Travis will share a presentation with the Board on 02/22/21 to share the details and highlights of the program. Lastly, for Goal #5, an administrative team will begin reviewing the different labor contracts in the next several weeks. The committee will make their next report on 03/08/21.

C. Operations Goal Committee

The Operations Goal Committee (Hoorn – Chair, D. Scott, Skinner, Johnson, Nickelson, Jansen, Dusendang, M. Groters, Tanis) shared an update on their goal progress:

Goal #1

Improve safety and security of school buildings through improved camera coverage and/or increased electronic doors.

Desired Results: Provide safe and secure entrances and hallways at all district buildings.

Goal #2

Evaluate transportation needs and the restructure of district attendance areas associated with the opening of Central Kelloggsville Elementary.

Desired Results: Study, review, and implement routes to efficiently provide transportation services to students attending the new facility and its impact on other school buildings.

Goal #3

Continue with phase two (2) facility upgrades and installation of identified areas at West and Southeast Elementary and Kelloggsville Middle School

Desired Results: Ensure that upgrades are meeting timelines and needs,

Goal #4

Develop a timeline for the opening and moving into Central Kelloggsville Elementary by ensuring that construction schedules and timelines are being met.

Desired Results: A successful opening of Central Kelloggsville Elementary.

Goal #5

Implement a new district-wide phone system.

Desired Results: Replace and upgrade to a new and improved telephone system that is more efficient and fits the needs of the district.

Goal #6

Evaluate Food Service staffing levels and meal preparation plans.

Desired Results: Ensure that all schools have adequate staffing to provide quality meals.

Goal #7

Review the maintenance schedule and use of funds from sinking fund proceeds.

Desired Results: Determine necessary projects to ensure the district is well presented and is functioning at its highest level.

Mr. Hoorn shared that for Goal #1, the committee has reviewed timelines regarding access control upgrades for many of the buildings but stated that a hold will be placed on that until the bids for that component are complete at Central so there is consistency throughout the district. Interior security alarm systems however, have all been upgraded and are completed. For Goal #2, the committee is looking at a transportation management software, Polyplot, to determine if it would be effective in the KPS district. Upgrades at Southeast Elementary are planned for the summer of 2021, as referenced in Goal #3. Projects will include interior paint, locker relocation, gym rafter cleaning, installation of a new playground, and gang bathroom upgrades. Playground installation will also be taking place over the summer at West and a possible replacement of the gym floor is also being researched. Work will also take place on athletic facilities throughout the district including the new sports plaza concession stand, football press box and softball/baseball fields. In addition to facility projects, three (3) new audio systems have just been received and will be installed as a pilot at East, West and KMS to test. For Goal #4, construction continues at Central Elementary as projected. On-site storage of second semester non-critical items will be allowed to assist with moving into the new building after the start of the 2021-22 school year and discussions have begun on equipment, furniture, and technology related items. Mr. Hoorn indicated that work is moving forward to replace and upgrade the district-wide phone system as identified in Goal #5. Bids are taking place and this proposal will be placed on the 03/08/21 board agenda for approval as it will be critical to move forward with this process so equipment can be received and installed in a timely manner. For Goal #6, staffing will likely need to be readjusted to fill the need at Central Elementary and discussions will take place once that timeframe nears. For Goal #7, playground construction at Southeast and West are scheduled to take place over the summer of 2021. This committee will present their next report on 03/22/21.

STUDENT COMMENTS

- Christian Martinez Ramos – shared that he is hopeful for another snow day!

OTHER MATTERS - None

INTRODUCTION OF MATTERS BY BOARD MEMBERS

- Mrs. Ward – referenced an email from KIASB regarding election information for the KIASB Board of Directors. There are two (2) board members from Region 3 whose terms will expire, one of which was Mr. Pomorski's position. Interested colleagues will need to forward nominations for those positions by 04/08/21 so they can be included on the 04/22/21 ballot. She is happy to assist anyone with interest. She also commended those who have been working hard on the goal committees and their efforts and patience during COVID – it's been tough on all staff. Keep up the good work;
- Mrs. Tanis – shared appreciation for the efforts and hard work by goal committee members especially since it is difficult to meet in person;
- Mrs. Reidzans – also extended appreciation for the hard work on this year's goals, adding that it is time consuming but everyone is doing a great job with them;

- Mrs. Townsend – echoed the same comments, adding that she applauds everyone for their time working on the goals as it is not easy to meet;
- Mrs. Groters – thanked everyone for their time and efforts spent on this year’s goals. She is also excited that winter sports have been allowed to begin;
- Mr. Marihugh – extended appreciation to staff for their flexibility and keeping the district progressing forward. He also inquired on the process of the furniture order for Central Elementary as he works for a local company that may be interested in providing information on the furniture order. Mr. Wright stated that contact information will be sent to the design consultants to follow up;
- Ms. Sellers – hopes that everyone is staying safe and warm and appreciates everyone’s hard work on the goals;

ADJOURNMENT

President Ward adjourned the meeting at 6:14 p.m.

Gary Marihugh, Secretary
Kelloggsville Board of Education

Beth A. Postma
Recorder

VISITORS: (Virtual) – Terri Ricketson, Eric Schilthuis, Jeremy Palmitier and Russ Hoorn.