

Hawthorn Board of Education

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MINUTES REGULAR BOARD MEETING HAWTHORN BOARD OF EDUCATION JANUARY 12, 2004

MINUTES of a Regular Meeting of the Board of Education of Hawthorn Community Consolidated School District Number 73, Lake County, Illinois, held in the Board Room of said School District at 7:30 p.m. on the 12th day of January, 2004.

The meeting was called to order by Rich Paul, President, at 7:30 p.m., and upon the roll being called, the following members of the Board of Education answered present: Jayson Tran, Tim Shanahan, Jose Hernandez, Annie Christie, Mary-Jane Rattner, Bill Coli and Rich Paul.

Public Comment Period

There were no matters of this nature on the agenda.

Student and Staff Accomplishments/Recognitions

There were no matters of this nature on the agenda.

Staff Presentations

Student Achievement

Dr. Yomtoob began with an introduction of the Hawthorn Learning System, a three-stage planning process. It includes: 1) what we hope to accomplish; 2) how we will assess and measure progress, and 3) the various types of activities that will be used to assist with aligning all that we do in order to help all students meet or exceed standards. Through an Understanding By Design (UbD) format, three stages are utilized: 1) desired results, 2) evidence and 3) the plan. Other features of the system include: leading indicators (activities that we do), evidence (test program and assessment activities) and 3) trailing indicators (ISAT results, 100% success for all students, and others).

Dr. Zook continued describing Leading Indicators: processes at the start -- clarify what is known about the current status, prior to the activity; provide knowledge of individual and collective ability; provide information about existing resources and strategies and information about best practices. Seven correlates of effective schools are examples of leading indicators:

- 1) **Mission** - An aligned mission and goals need to be articulated and clearly implemented by all - "Learning for All; Whatever It Takes."
- 2) **Curriculum** of high expectations whose content standards are appropriately addressed and exceeded in meaningful ways. Curriculum is aligned with State Standards; the Curriculum Guide and curriculum mapping through use of curriculum mapping models (ATLAS) and a collaborative process with Northwestern University.
- 3) **Assessment** - multiple ways in which we can look at our students making progress toward goals set out in curriculum maps. Assessments currently include: MAP, reading inventories, performance assessments, progress reports, DIBELS and 6-traits writing.
- 4) **Instruction** and opportunity to learn -- there is a deep and continuing alignment of curriculum, instruction and assessment to include use of UbD, Bernstein Artful Learning Model, differentiation of instruction and Flexible Service Delivery (FSD) or Flex.
- 5) **Continuous Learning** -- Use of continuous improvement tools at classroom, school and system levels to include: curriculum review process, staff development, recertification plans, whole faculty study groups and new teacher/mentoring program.
- 6) **Leadership** -- Shared for school improvement with all stockholders growing and demonstrating leadership capacity in activities. This is demonstrated at the administrative level (AT/CA6), School Improvement Leadership

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Teams, Hawthorn Planning Council (HPC) and Local Trainers facilitating instruction in MAP (data trainers), iTroop, Bernstein Local Trainers (BLTs) and UbD Trainers.

7) **Community and Safety** -- Appropriate community leadership is demonstrated by school through: Character Education (in every school); Learning for Life (a Middle School pilot curriculum); Choice Theory (Option School philosophy); Drug Alcohol and Violence Awareness Committee (DAVAC) and District Safety Committee.

Mr. Hudson defined Intermediate Indicators as a look at gain or growth -- where are we headed and how are we making progress. We also must address students capable of high achievement -- those off the charts on various measures. To assist in this endeavor, the district utilizes: schools/teachers managing learning; students and teachers work at learning; Whole Faculty Study Groups; progress reports, learning journals and anecdotal records. An example of an Intermediate Indicator is the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP), tests administered to students in both the fall and spring of each year. An explanation of MAP testing results was provided as well as analysis and use of test data at various levels of the district. MAP results allow disaggregation of data for NCLB and local assessments which would include ethnicity, socio-economic status (SES), limited English proficiency (LEP), individualized education plan (IEP), gender and others. It also allows us to ask better questions, such as: What do we already know? What more do we want/need to know? What information is required? What strategies are necessary?

Data is broken down into four types:

- 1) **Achievement**, to include: NWEA MAP tests; chapter tests, teacher-created tests, running records, observations and reflections, work samples with rubric, video/audio with rubric and others.
- 2) **Demographics** -- gender, ethnicity, grade level, LEP status, IEP status, SES status and others.
- 3) **Perceptions** -- parents, students, teachers, community, and others.
- 3) **Opportunity to Learn** -- special programs, curricula, instructional practices and others.

Investigation of data from the above takes place with a descriptive analysis to follow which analysis provides information on the percentage of students above or below the proficiency level on state standards.

Trailing indicators are long-term results of all the activities. They are not to be the focus of the District's activities. Adjustments are made to ensure that the desired outcomes are achieved. The District puts more emphasis on Intermediate Indicators. Further information concerning Trailing Indicators will be provided by Dr. Yomtoob at the January 26 meeting of the Board and will include a full report of Illinois Standards Achievement Tests (ISAT) results and more information about No Child Left Behind (NCLB).

In answer to various questions from the Board, Dr. Yomtoob stated the Federal Government has set the year 2014 for all students to meet or exceed standards. We are working toward making this a reality by 2010. He feels comfortable showing the Board a year-to-year improvement in our standards. Overall, the students' ISAT results increased 3% over the previous year. He does not want to emphasize ISAT as being the only thing we are about. We want learning for all students and also to challenge our students at the top. There are school systems who spend months teaching to the ISAT -- they score higher because they were prepared for that particular test. Hawthorn emphasizes learning quality curriculum so that students will be prepared to perform at the high school level and beyond. We are also hoping that all of our efforts will assist them in performance on the ISAT.

Dr. Phillips stated Option, Elementary North and South are interested in working on and measuring the Leading and Intermediate Indicators. The focus in the last two years has been to move the assessment to the place instruction needs to be. They need to help teachers in between and including using NWEA data. Kindergarten and Option utilize DIBLES and HOSTS in assessing children. The North building's FLIP and STEP programs assess children using Intermediate Indicators quarterly or more often. She further explained the use of data and tests and application of same to instruction.

Ms. Cencula noted the timetable used over the last two years on use of MAP data at the building level and highlighted staff training which has taken place, adding one of the best things to happen in this district is the use of MAP data. Teachers are trained in the use of student RIT scores from MAP testing and applying same to differentiated instruction. The South building is working on flexible grouping in math and continuing to work on lexile scores for reading. In the North building, a team of teachers is piloting testing adding first graders to

determine lexile scores for these students. A couple of teachers are building libraries around lexiles and working together to develop units of instruction to meet the needs of children.

Consent Agenda

Rich Paul entertained questions concerning items contained in the Consent Agenda. The 2004/05 School Year Calendar was noted by Dr. Yomtoob, stating that due to remodeling of the Middle School and completion of Option School construction, it seemed necessary for the District to extend its summer calendar with the 2004/05 school year beginning after Labor Day. Students' first day of attendance would be Tuesday, September 7 (two hours only) with the last day of attendance Thursday, June 9, if no snow days are used. Due to the later start date and to avoid extending the school year later in June, the District will forego five legal school holidays, with four (October 11, November 11, January 17 and March 7) of the five utilized as early release days for students. The remainder of those days will be used for professional meetings and school improvement. The fifth holiday (February 21) would serve as a teachers' institute day, a non-attendance day for students. In order to forego these holidays, the District must hold a public hearing, with proper legal notice published in the newspaper. Said hearing cannot be held on the same day as a Regularly scheduled meeting of the Board. Discussion was held concerning holding this hearing in the morning of a regular business day, as most working parents would not be able to attend to voice their concerns/support. Notification of the public hearing will be provided through postings in all offices and on the District website as well as the required legal notice in the local newspaper. The community will have the opportunity to send their comments/questions to Dr. Yomtoob, who will remit same during the hearing. Having come to consensus, the Board scheduled the Public Hearing for Wednesday, January 28, 2004 at 7:30 a.m. District Office Board Room.

Hearing no further comments or questions, Rich Paul requested a motion for the Consent Agenda:

- 01/12.63 Regular Meeting Minutes, 12/8/2003
- 01/12.64 Regular Meeting Minutes, 12/19/2003
- 01/12.65 Personnel Report: Retirement of three certificated staff members - (A) Sueann Best, 3rd grade, Elementary South; (B) Sharonlynn Dragiewicz, 6th grade, Middle School and (C) Mary Snyder, 5th grade, Middle School (all effective with the completion of the 2003/04 school year)
- 01/12.66 Treasurer's Report - October 2003
- 01/12.67 Calendar 2004/05 School Year/Teacher Inservice/Teacher Institute, pending approval of required Waiver

Jose Hernandez moved and Mary-Jane Rattner seconded the motion that the Board of Education approve the Consent Agenda items, as presented. Voice Vote: 7 ayes; 0 nays. Motion carried.

Action Items

There were no matters of this nature on the agenda.

President's Report

Rich Paul requested those Board members interested in proposals and/or presenting at the upcoming Joint Conference contact him.

Superintendent's Report

Dr. Yomtoob referred to the reconfiguration and enrollment chart for school years 2004/05 - 2013/2014 as well as the Reconfiguration Timeline for the period January 2004 - September 2005. He was pleased to announce Karen Cencula and Eileen Conroy as Principals for the new North Campus K-5 School of Choice. Next December, building administrative assignments for 2005/06 will be announced. He requested Board input concerning this timeline. Rich Paul stressed the fact that 2005/06 will be a transition year to the three-year middle schools. During

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that year, the current Junior High will house one-half of 7th graders and all 8th graders, while the current Middle School will house all 6th graders and the remaining 7th graders.

Dr. Yomtoob noted the need for the Audit Committee to interview five candidates. Said interviews were scheduled for February 10, 2004 at 6:00 p.m.

Discussion Items

Open Meeting Act (supporting material provided for Board members). No discussion held.

Committee Reports

There were no matters of this nature on the agenda.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

There was no new business to come before the Board.

Announcements

There were no matters of this nature on the agenda.

Informational Items

Items were made available to the Board for informational purposes.

Adjournment

Rich Paul requested a motion to adjourn the Regular Meeting.

Annie Christie moved and Jose Hernandez seconded the motion to adjourn the Regular Meeting. Voice Vote: 7 ayes; 0 nays. Motion carried.

The Regular Meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Richard Paul, President
Secretary

Mary-Jane Rattner,

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