



# Meeting Attendees

Date: **February 16, 2017 2:45 PM**

Title of Meeting: **Focus Committee**

Location: **Kelly Brady's Classroom**

Name	
Aldous, Anna	McVicars, Carolyn
Bonfield, Dale	Nicholas, Wes
Bonfield, Whitney	Pedersen, Tara
Brady, Kelly	Schetzle, Polly
Cowin, Betsy	Sinclair, Judy
Crockett, Carlie	Swearingen, Lisa
Erickson, Jason	Tumelson, Tara
Holman, Jim	Uhling, Jerry
Johnson, Brendan	



# Meeting Minutes

**Note: Hyperlinks (underlined orange)**

## 1. Assessment Calendar

- Judy Sinclair added Kindergarten Screening to the [assessment calendar](#).
- Notify Judy S. if Joe Higgins is committed to an event as he is used to sub if needed.
- **Action:** Dale Bonfield asked the committee if adding events to assessment calendar will create a convoluted document. Committee relayed that events affecting assessment are worth submitting.

## 2. Homeroom Data

- Jason Erickson noted that he is the 'go-to' for requesting and uploading Homeroom Data.
- Dale B. added that an Assessment Group has been formed: Jenny Petty (Elem), Mark Thummel (Jr. High), Kelly Brady (AHS) + (Administration).

## 3. Reader Board Upgrade

- Polly Schetzle reported about the new reader board to be installed soon.
  - ▶ Cost analysis: replacement more economical vs. continually replacing \$300.00 panels.
  - ▶ Funds: \$6500.00 Boosters, \$6500.00 AASD, \$2000.00 PTO

## 4. Medical Transport Solutions

- Polly S. announced a [Medical Transport Solution](#) option for employee coverage (may be available).
  - ▶ This would provide interested employees with a \$99.00 per year option to cover transportation required for medical emergencies (ground and/or life flight).
  - ▶ (Any Ground, Any Air, Anywhere).

## 5. Medicaid Administrative Claiming (MAC)

- Polly S. emphasized the importance of fulfilling [MAC requirements \(Random Moment Time Study-RMTS\)](#) and its benefit to AASD.

### **Benefit**

- ▶ AASD receives \$4000 per Time Study Quarter (\$16,000 per year).
- ▶ These monies are used for employee incentives (coffee, meals, etc), training costs, and technology purchases. There are no restrictions on what AASD can spend these monies on. Critical to meet compliance requirements for the random moment time studies (If rate is not met monies are deducted from AASD claim).

## 6. Baseball/Softball Scoreboards

- Jerry Uhling shared information regarding new scoreboards. Corey Mullins is in process of installing new scoreboards.
  - Scoreboards cost \$10,000 and funds came from AASD 5-9 Plans.

## 7. Full-time Elementary PE Teacher

- Dale B. shared that the [1.0 FTE PE position](#) is open and public. Several applications have been submitted and multiple inquires have been made expressing interest. Note: Application deadline March 10, 2017.



## 8. One-to-One High School

- Jerry U. updated the committee about Chromebook progress at the high school. Positive implementation.
- Jason E. shared that usage has increased. 574 Chromebooks districtwide. Before implementation there were 150 in use at any one time. After: 250.

## 9. Previous Focus Committee – Is information getting out?

- Dale B. asked the committee for feedback and re-emphasized that anyone can add agenda items on the monthly Focus Committee Agenda Google Document. Wes Nicholas expressed concern for classified staff input and sharing.
- **Action:** Dale B. highlighted his preference for each building to share Focus Committee information in a faculty meeting the week following each Focus Committee meeting. In addition, the Focus Committee minutes will be posted in each faculty lounge.

## 10. STEM Training

- Kelly B. shared information about the AASD **Stem** planning progress.

### Update

- All Elementary, Math, Science, and CTE faculty are required to have STEM Training.
- Kelly B. encouraged committee members to consider a district-wide approach that could include STEM as a part of **Professional Growth Plan (K-12)**.
- Quality workshop training is available in a pull-out model.
- Tara Tumelson shared that considerable anxiety exists for elementary teachers and a plan in place would help ease concerns.
- Dale B. asked elementary teachers in attendance for feedback regarding preference for training?
  - ▶ Lisa Swearingen preferred a two hour pull-out vs. full day.
- **Action:** Dale B. directed that a PD calendar with potential dates/events be created.

## 11. Weight Room Upgrade

- Dale B. shared the AASD Booster's \$10,800 plan to upgrade the existing weight room. Part of this upgrade will include taking out metal roll-up door and installing a regular wall with a door and two windows (improved supervision). Beyond the booster support a construction bid is being requested (by Chris Segroves) for extending the weight room to the curb of the parking lot.
  - ▶ Jim Holman reported on four upgrades so far: Lat Pulldown Machine, Hip Sled, Standing Calf Machine, and new Kettlebells.

## 12. Upward Bound

- Betsy Cowin informed the committee about the Upward Bound program offered through the University of Idaho.
  - ▶ On Monday's at AHS an Upward Bound representative meets with seven students.
  - ▶ Upward Bound: Stem focus, extra support for college readiness.
  - ▶ 1st Generation Students: children of parents with no college degree, income based, limited number of spots available.
  - ▶ Upward Bound grant renewed for next five years.



### 13. College Bound Update

- Betsy C. clarified the **College Bound Scholarship** criteria.
  - ▶ Students must sign up as a 7th/8th grader or be a foster child (can enroll throughout high school if in or placed in foster care during high school years).
  - ▶ Income based (Free & Reduced Lunch), no felonies.
  - ▶ College Bound Scholarship recipients receive financial support to cover Washington two/four year college costs not covered by federal monies the student may receive.
- **Action:** Dale B. encouraged the need to administer and collect Free and Reduced Lunch paperwork in order to facilitate opportunities such as the College Bound Scholarship.

### 14. Middle School Feedback

- Whitney Bonfield provided a junior high update.

#### **Update**

- Professional Development: teachers emphasized the need for K-12 meeting time, a product produced during this work time, and using the 'Action Plan.' Middle School ELA teachers expressed the need for similar PD implemented in 2015-2016 (full day once a month) for alignment and development. Also, ELA teachers are concerned about K-12 curriculum adoption protocol.
- Attendance: Whitney reported that several middle school students have missed 40+ days of school. Excessive absences and new state requirements necessitates school policy improvements. Ideas include: parent contact after selected number of absences, attendance committee.
- Staff Absences: middle school discussion took place regarding faculty personal, unpaid, and sick leave. One suggestion included a district-sponsored gym membership discount to encourage healthy lifestyles.
- Cell Phones: new middle school regulations include no classroom cell phone use before or after school; use in commons is acceptable and can be monitored with cameras; no cell phone use in bathrooms or lockerrooms.
- Google Classroom Cheating: Jason E. and middle school staff are collaborating to find solutions to plagiarism and cheating.
- Homeroom: Should common thread standards in each subject area be included in homeroom to improve tracking?
- Evacuation Drills: middle school is considering using cones (stored in backpacks) to aid in recognition for line up and accurate student counts.

### 15. Knowledge Bowl/STEM Team

- Jerry U. reported that Chris Baldus has expressed interest in developing a Knowledge Bowl/STEM Team for the 2017-2018 school year if sustainable in budget.
- Kelly B. has information on establishing a team.

### 16. M & O Levy

- Dale B. asked for input in regard to communication to each building's staff about M & O building/faculty needs. Information was received from the high school and middle school, but limited from the elementary.



## 17. Dual Enrollment

- Jerry U. shared high school dual enrollment information.
  - ▶ Dual Enrollment: students receive high school and college credit (fee involved).
  - ▶ There are 12 dual enrollment course offerings at AHS.
  - ▶ 70 junior and senior students are currently dual-enrolled.
  - ▶ Lewis Clark State College: \$65.00 per credit (increase to \$71.00 for 2017-2018 school year).
  - ▶ Most credits have transferred well to most colleges/universities.
- **Action:** Dale B. directed that a districtwide email be sent for dual enrollment reference. Note: dual enrollment options are printed in the [Asotin High School Course Description Handbook](#).

## 18. Curriculum Committee Update

- Kelly B. provided Curriculum Committee/Curriculum Adoption updates.
  - ▶ Information concerning the adoption cycle, protocol, and policy is available. Provides a detailed account of what a subject area should be doing each year leading up to and including the adoption school year.
  - ▶ Kelly B. asked the Focus Committee for input: How should this information be communicated K-12?
  - ▶ Concern was expressed about facilitating a practical participation schedule by the various stakeholders (Elementary teachers, faculty with multiple disciplines want to be involved but need direction).
- **Action:** Dale B. asked the Curriculum Committee (Kelly Brady, Molly Eldred, Holly Ferrell, John Heley, and Tara Tumelson) if they could facilitate a Curriculum Adoption Calendar with potential dates (action plan) to proceed. Kelly B. & Tara T. confirmed (on behalf of the Curriculum Committee) that this was possible.

**Next Meeting: Thursday, March 16, 2017 in the Elementary Library**