

CAC Minutes – December 17, 2007

Next CAC meeting: Monday, January 28 at the Board of Education Building 7:30.

Please advise Garn Anderson, Christie Wiedt, or Gina Wittenberg in advance if you will be unable to attend the meeting.

Attendees (10): Garn Anderson (presiding), Dr. Dan Keenan (Superintendent), Sandra Hazners, Jim Matousek, Troy Miller, Gina Wittenberg, Karen Seawall, John Doucette, Richard Helzel, Alex Pandrangi

Absent with notice:

Judy Friedman, Cecilia Steinman, Dan Walsh, Christie Wiedt

Absent without notice:

Chris Bauer, Jayne Hoon, Samantha Hall

Call to Order

The meeting was called to order by Garn Anderson at 7:35 p.m.

Approval of Agenda

The agenda was approved with no additions and minor corrections.

The motion was made by Jim Matousek and seconded by Rich Helzel

Approval of Minutes

The November 19 meeting minutes were approved. The motion was made by John Doucette and seconded by Rich Helzel.

Superintendent's Report by Dr. Dan Keenan

- Staffing
 - Pam Griebel has been appointed Director of Academic Services – Accountability and Professional Development
 - § Pam has been with the district for 9 years as the Principal of Holly Lane Elementary.
 - § Will focus on staff development and data-driven decision making initiatives (D3A2) across the district.
 - Tom Pasadyn has been appointed interim-principal of Holly Lane. He has 15 years experience and comes to us from West Geauga Elementary school
 - Ray Conti, Director of Curriculum, is on medical leave. He will be out indefinitely.
- Value-Added Assessment – Plain Dealer Report
 - The results of the first value-added assessment were reported recently in the PD.
 - The district will begin to educate the community about what these assessments mean.
 - Dan and the principals delivered a presentation to the BOE.
 - In general, the staff views the new assessment as a way to build on the district's strengths and address any weaknesses.
- STEM (Science, Technology, Engineering, Math) Program of Excellence Grant
 - The district has teamed up with several area businesses and organizations to apply for a \$600,000 grant to implement a STEM program of excellence in grades 7 & 8. A letter of interest was filed 12/20/07.
 - The proposal builds on the curriculum already in place at LBMS under Judy McMasters. The final grant application is due in mid-January.
 - Grant partners include R.E. Warner, Energizer, CSU, Hyland Software, and LCCC

Board of Education Report by Dr. Dan Keenan (for Renee Wargo)

- The BOE will have one meeting in December, the work session has been cancelled.
- New BOE members will be sworn in at 5:15 on January 7, followed by an organizational meeting at 5:30.
- Garn asked Gina to attend the Jan 7 meeting on his behalf and invite the new BOE members to the next CAC meeting.
- An internal audit of the Continuous Improvement Plan (CIP) will be conducted in January. A consultant from CSU will serve as facilitator.

Chamber of Commerce Report (John Doucette)

- No Report

2007/2008 Projects

- Feedback Process
 - Garn presented to the BOE on 11/26/07. The BOE liked the concept of moving to a more formalized process.
 - The Power Point presentation will be posted to the CAC web site soon.
- 21st Century
 - Garn reported that a federal study reports that the US is behind other countries in the STEM areas. He is looking into getting more data on the study.
- Gifted/Honors/AP – No Report
- Funding Alternatives – (Troy)
 - Group has completed some preliminary work
 - This is a contentious topic between parents and boards in other communities
 - Determining an acceptable level of advertising in schools raises many issues of concern
- Regular & Extended Field Trips/Volunteer Coaches/Advisors
 - Karen met with Westlake Athletic Director, Dennis Bartlett, to discuss the application process for volunteer coaches.
 - The group plans to meet after the holidays.
- Communications
 - Group plans an on-line survey in Jan/Feb time frame. Will present survey questions at next meeting.
 - Have touched base with Bassett PTA to evaluate pros/cons of email newsletter.
 - Shared Mentor and Maple Heights calendars with group. Both are well done and provide information found in the Westlake Annual report, as well as building-level information.
 - A well-designed district-wide calendar would be a great reference for families and perhaps become a permanent fixture in many homes.

Old Business

- Still looking for alternate CAC members. Two individuals have applied. Interviews will be done in January.
- CAC By-Law Review
 - Christie plans to move forward on this item in the January time frame.

New Business

- The CAC web site has been redesigned and updated – www.wlake.org/cac. It now contains a project archive as suggested at a previous CAC meeting.

Adjourn

A motion to adjourn the meeting was made by Rich Helzel and seconded by Troy Miller . The meeting was adjourned at 8:50 p.m.

Minutes taken by Gina Wittenberg

Corrections/missing items/amendments may be made during the next meeting as needed.