

## 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.
- 21<sup>st</sup> 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](http://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.