

**OFFICIAL MINUTES**  
Board of Education  
Quarterly Board Meeting  
Independent School District No. 423  
October 28, 2013

**CALL TO ORDER** - Chairman Keith Kamrath called to order the quarterly meeting of the Board of Education of Independent School District No. 423, Hutchinson, MN, at 5:30 pm in the media center of the Hutchinson Middle School.

**ROLL CALL** - Members Present: Byron Bettenhausen, Lori Hornick-Lindell, Keith Kamrath, Deb Penwell, and Jim Waldron. Also present were Daron VanderHeiden, Superintendent, Deb Marcotte, Director of Teaching and Learning; and Tina Vorlicek, Recording Secretary. Members Absent: Josh Gehlen.

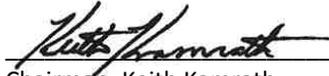
**PUBLIC COMMENTS** - Chairman Kamrath invited members of the audience to address the board regarding items on the agenda. No public comments were offered.

**ADMINISTRATIVE AND BOARD DISCUSSION (Marcotte)** – Deb Marcotte, Director of Teaching and Learning lead a discussion on a variety of educational topics.

- Professional Learning Communities (PLC)
  - July 2013 - 38 district leaders attended a PLC conference.
  - July/August 2013 – District Improvement Team and Building PLC leadership teams met and determined PLC guidelines and structure.
  - September 2013 – PLC kick-off across the district with staff training, pacing calendar, organization, and communication.
  - October 2013 – District Improvement Team created a PowerPoint guide for PLC use through the year.
  - Challenges facing PLCs include: shifting from isolation to collaboration, realizing that PLCs are a structure for doing the work; not the work itself, meeting the need to dedicate more time within our day to complete meaningful work, transitioning to self-directed job-embedded staff development, continuing to focus on the target of student achievement, determining how to work with singletons, shifting from isolation to collaboration, and addressing how to create the same experience – energy and momentum – for the people who did not attend the training.
- Teacher Evaluation
  - All teachers have now been trained on the Charlotte Danielson Frameworks for Teaching model of teacher evaluation. This is completes a three-year process.
- K-5 Balanced Literacy
  - As recommended by the elementary literacy think tank, K-5 Initiative classroom teachers met with consultant Carolyn Gwinn to kick off the focus of balanced literacy. Conversations and work within the classroom is taking place now about balanced literacy. Moving forward, the consultant will continue to work with K-5 classroom teachers.
- Response to Intervention (RtI)
  - In July of 2013, the ADSIS application received approval for the funding of a High School reading teacher, Middle School paraprofessional and technology support, Park Elementary reading instructor and technology support, and West Elementary technology support.
  - The High School staff has been enlisted to help determine a better schedule that will align with other schools in our district; structures associated with PSEO, ITV, AP, and neighboring districts; and the need for flexible scheduling, online, hybrid, and extended day learning.
  - As the year continues, students K-12 will be assessed for growth in reading and math skills using the STAR assessment tool.
- Homework
  - In September 2013, the Leadership Teams launched a district-wide discussion and teacher reflection on homework practices.
  - On October 9, 2013, K-12 teachers were presented with ISD 423 Homework Guiding Questions and asked to reflect on their own practices for assigning homework.
  - In November 2013, K-12 teachers will view the District Improvement Team’s presentation and discuss homework practices with their colleagues.

- High School Semester Schedule
  - Discussions are being held to explore if/how the high school schedule can:
    - align the structure to other ISD 423 schools
    - align the structure with other schools/programs in which there are shared students
    - provide more consistent core educational programming for assessments
    - promote maximum flexibility for scheduling
    - align the structure to better fit natural breaks within the school year
    - leverage technology

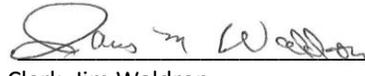
**ADJOURNMENT** – Moved by Lori Hornick-Lindell, seconded by Jim Waldron, with all members present voting aye, to adjourn the meeting at 7:20 pm.



Chairman, Keith Kamrath

11/11/13

Date



Clerk, Jim Waldron

11/11/13

Date