

Greater Albany Public School District 8J  
718 Seventh Avenue SW  
Albany, Oregon 97321-2399



**BOARD WORK SESSION**  
August 5, 2013 4:00 p.m.

**Minutes**

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*Maria Delapoer, Superintendent*

**CALL TO ORDER**

Board Chair Bricker called the Board Work Session to order at 4:00 p.m.

Frank Bricker	Board Chair
Jerry Boehme	Board Vice Chair
Sandi Gordon	Director
Micah Smith	Director
Lyle Utt	Director
Maria Delapoer	Superintendent
Frank Caropelo	Assistant Superintendent

It was noted that a quorum of the Board was present.

**SELF EVALUATION**

***OSBA PERFORMANCE STANDARDS REVIEW***

Board Chair Bricker provided all with a summary of their responses to the Oregon School Boards Association (OSBA) Performance Standards. He noted that Superintendent Maria Delapoer also responded, at the Board's request. Ms. Delapoer stated that Assistant Superintendent Frank Caropelo reviewed her comments and had no additional contributions. He gave the Directors time to review the responses.

Director Smith commented that the lowest scores pertained to Standard 4, *Cultural Responsiveness and Educational Equity*. Director Boehme agreed.

Superintendent Delapoer noted that most of the responses were a "3" or higher on a four-point scale, but Standard #3 *Community Relations* received mostly scores of "2."

Director Boehme commented that the Standards could be interpreted either as individual Board members or the Board as a whole.

***STANDARD 4, CULTURAL RESPONSIVENESS AND EDUCATIONAL EQUITY***

Ms. Delapoer said that in reviewing Standard #4 she was concerned about cultural outreach. She wondered if the district was as inclusive as it could be with its diverse populations. She inquired how the district could better do that.

Director Gordon said that her place of business has a diversity committee. She asked if there was a similar group in the Greater Albany School District. She referred to diversity between the district's two high schools. She noted that she was contacted that day by a parent seeking to move her student from one high school to the other.

Ms. Delapoer said that when she was first with the district, there was a Diversity Committee. She said that at the time, she frequently met with ALPAC (Albany Latino Parent Advisory Committee.) She said that she could renew that relationship if that was in the interest of the Board.

Director Boehme asked of ALPAC parent participation. Ms. Delapoer replied that attendance was quite good, better than at a typical parents meeting. She said that she could renew that connection if that was the wish of the Board. She said that part of her discussion with ALPAC parents was how schools work. She said that the Welcome Center was doing a great job helping Latino parents become connected with their school.

Director Smith said that schools in the United States are distinctly different from Mexico.

Director Boehme spoke of the challenge of reaching working parents.

Director Smith said that some families have challenges with transportation. He recalled that when he attended the Albany Options School graduation in June, 2013, he saw two families arrive by taxi, meaning that the family had no other vehicle. He said that he had not noticed that at the graduation ceremonies of the other schools, but that the image of the family needing to travel by taxi would stay with him forever.

Board Chair Bricker said that he believed that parents were connected to their schools. He spoke of programs to provide opportunities for Spanish speaking parents.

Ms. Delapoer stated that schools were doing a good job of being inclusive but it would be nice if the district could do more. She noted that the Advance Diploma presentations were presented in English and Spanish.

Mr. Caropelo said that South Albany High School restored something that was done years ago, which was a parent orientation night, conducted entirely in Spanish. He said that the information included reporting an absence, contacting a guidance counselor, and an explanation of how credits worked. He noted that the automated calling program following a student absence is now available in Spanish. He emphasized that the schools have bilingual staff and the parents know who to contact so they are not falling off the radar.

Board Chair Bricker spoke of student mobility, that is, students leaving one school for another. He said that in some campuses, the second semester might bring 10-15 percent new students.

A Director asked of the Parent Portal. Mr. Caropelo said that the information was available in Spanish.

Superintendent Delapoer noted that more Latino families were coming to Board meetings to see their students recognized as Student All-Stars.

Mr. Caropelo said that families were connected to their schools. He said that any disconnect the directors might be sensing was between the families and the School Board. He said that the families were unlikely to speak to a School Board member in the grocery store. He said that there might be a way to increase that communication as the district has interpreters on staff.

Board Chair Bricker said that there was no real mood to contact the Board unless there was a problem. He said that many parents only get involved if their child is in difficulty.

Director Smith said that the discussion regarding Spanish speaking families may be implying a problem that does not exist.

Director Smith said that both high schools have cultural diversity events each year. He said that student reporters could be asked to report about those actions.

Director Utt said that the Board receives a report as to the percentage of parents participating in teacher conferences. He wondered about the ethnicity of the attendees.

Mr. Caropelo said that the district made great strides. He said that having a Welcome Center had helped tremendously. He said that having bilingual staff on FACT (Families and Community Together) has also helped. He said that the district has worked hard to provide a level of translation services and has made tremendous strides. He said that when he came to the district nine years ago, the schools were sending home referrals in English to parents who did not read anything in English. He said that he no longer has to remind people to have documents translated. It is a part of what the district does.

He spoke of coffee hour events which provide an opportunity for parents to be involved in the schools. He explained that parents who are concerned about their skills in English want to volunteer but do not know how. He said that as part of the coffee hour, non-English speaking parents perform volunteer projects for the teachers. He said that the gatherings were part of a Title I program. He said that there were similar activities at other elementary schools.

Ms. Delapoer said that schools could be asked what they were doing for outreach, and inquire what the district could do support them in their outreach efforts.

Director Smith noted that the district website has information in Spanish but the site may be difficult to use because some of the links were in English.

### ***STANDARD 3; COMMUNITY RELATIONS***

Board Chair Bricker asked if there were other standards that the directors wished to closely examine.

Director Smith referred to Standard 3, *Community Relations*. He said that the school district does so many good things, but those achievements are not always shared with the public. He said that while the Board is respectful and cooperates well with the staff and other governing bodies, he believed that the School Board and district could do more to reach out to parents. He said that there was a need to infuse more communications into the community about the good things the staff and students were doing,

using district vehicles such as social media rather than relying on a local newspaper that did not reach everyone.

He said that the district already has very talented teachers and students who were capable of writing their own story. He said that putting out the district's own message could be one of the best things the district could ever do. He estimated that it would be easy to facilitate.

He spoke of the speed of social media. He said that another district put one of its schools in lockdown because of a live cougar on the campus. He said that within 3 minutes the message reached more than 900,000 followers on Twitter. He said that the Oregonian Newspaper and KGW-TV picked up the story and re-tweeted the story. He noted that the district has 9,100 students and he estimated that 70 percent of the families would follow the district on social media.

Board Chair Gordon asked if the district message could be extended to the individual schools. Superintendent Delapoer replied that parents wanted to know what was happening at their school. She said that encouraging and facilitating schools to have their own social media would make more sense than having the district try to do that. She estimated that a direct school to parent relationship would be a good place to begin.

Director Smith agreed that parents are interested in what is going on at their schools. He estimated that schools that are active on social media were better at reaching students and families. He cautioned that the district might miss out on communications with parents if it relied too much upon the individual schools.

He said that if the Board wanted to publish a district message, it could be fairly simple as Facebook and Twitter was a matter of sharing. He referred to Oregon State University as an example. He said that when Oregon State puts out something on Facebook, the general practice was that all of the other accounts re-tweet that message. He said, for example, that if President Ray put out a message, everyone who was a follower of OSU basketball might see Dr. Ray's message. He said that similar internal structures could be set up within the school district and that would be a way of sharing the many positive things that occur within the school district.

Director Boehme agreed. He said that he would like to be better informed of events at the individual schools. He said that district use of Facebook would permit the schools to be the authors of the information going to the public rather than waiting for the newspaper.

Ms. Delapoer said that she spoke to another district that uses Facebook frequently. She said that district has a person who monitors social media multiple times each day. She said that the social media messages would need to be current to keep readers interested.

Director Boehme said that he wanted to avoid a situation in which comments to district social media sites were inappropriate or amounted to personal attacks.

Director Smith said that some schools are already on Facebook.

Superintendent Delapoer said that it would take some work to get a district social media program underway. She said that posting existing information and writing new information were two different skills.

Director Gordon spoke of the grant writer's skills and suggested that her responsibilities be expanded to include a social media role.

Mr. Caropelo said that he would investigate the subject and bring some information to the Board.

Director Utt suggested that Board meetings be added to the individual school calendars. Ms. Delapoer said that it was possible.

Director Gordon said that she wished to continue the discussion of community relations, but on the subject of report cards. She said that she preferred that the district not use a standards-based report card. She said that she believed that the district was being unjust to students if it did not use a letter-grade structure at the elementary and middle school levels. She said that teachers at South Albany High School indicated to her that they were frustrated that students, who were evaluated with a standards-based report card at the elementary and middle school level, were unprepared for high school letter-grading. Director Gordon said that she would like eighth graders to return to a letter-grade system so that they would experience the same grading structure currently in use in the high schools.

Assistant Superintendent Frank Caropelo said that Oregon high schools will be required to move to standards based instruction. He said that the requirement will be that once a year, parents are informed of their student's progress against the standards.

Board Chair Bricker estimated that state law did not prohibit letter grades. He asked if the district could provide both proficiency and letter grades. Mr. Caropelo said that Board Chair Bricker was correct and noted that grades must be based upon academics and not student behavior or attendance.

Director Smith spoke of the value of having students demonstrate proficiency.

Director Gordon suggested that eighth grade students receive both a letter grade and a proficiency grade.

Ms. Delapoer said that student grading was a topic that required further study. She said that Director Smith was correct that the pendulum had swung away from letter grades and towards standards-based mastery, which she thought was a good thing.

### ***BOARD WORKING AGREEMENTS***

Board Chair Bricker asked for comments or concerns. Ms. Delapoer said that she discussed the working agreements with staff. She said that staff members appreciated advance notice of matters the directors would bring up at Board meetings and requested that the Directors be sensitive to the amount of time necessary to gather requested information.

Ms. Delapoer shared a document entitled "A Board Member's Ten Commandments" which she said provided useful information.

Director Gordon said that she appreciated sharing a summary of the Pre-Planning Meeting.

Director Boehme said that he believed that the Board was much better now than it was in the past about contacting staff members with questions before the Board meeting.

Director Smith said that he would like more information in the Board packets. He said that if the Board members received an agenda topic without supporting information, it would be difficult to prepare questions in advance of the meeting. Ms. Delapoer acknowledged that if the Directors did not have information in advance, it would be difficult to prepare discussion.

Director Utt suggested that Board packets be distributed electronically. Director Smith said that he scans the entire Board packet and makes the information searchable. Superintendent Delapoer said that Executive Assistant Jim Haggart could scan all of the information and distribute the information electronically before sending it out in paper.

Board Chair Bricker spoke of Power Point programs. He said that when information is projected on the screen, some of the Board members have to get up from their desks and away from their microphones and move to another location to better view the presentation. He said that many power point programs become just a prompt to the speaker who may read the slides to the audience. He said that the Board may have just 30 seconds to listen to the speaker, analyze the slide and identify questions. He said that he would like to have detailed information in advance.

Director Boehme cautioned that the Board should not try to ban power point programs. Director Gordon said that some presentations were too long. Director Smith suggested that the speaker identify just the three main points of the presentation.

Director Smith said that if the slide presentation was to be in color, the Board should be provided color copies in advance. He said that he would prefer to review the information before the presentation.

Superintendent Delapoer said that later in the afternoon, she would ask the Board to consider the reports it wanted to receive verbally and what information could be distributed in writing.

Director Boehme spoke of slide presentations and said, "Don't read it to me."

Director Smith said that the Directors were public servants and the Board has the obligation to hold public meetings, hear information in public, make it known to the public that the Board heard the information and asked good questions in public. Director Boehme agreed.

Director Utt said that the Food Service Department reports were enjoyable to hear.

Director Smith spoke of the recognition of Student All-Stars. He said that the Board was recognizing in the fall, the students who had earned the highest scores during the previous spring. He wondered if there were other students more deserving of recognition. He suggested that some of the students were prefer not to receive the attention. Director Gordon suggested that the Student All-Star recognition was valued by the parents and grandparents.

Director Gordon suggested keeping comments on Professional Learning Communities to a minimum and beginning the Student All-Star recognition by 7:15 p.m.

Director Smith asked if recognizing students for achievement on test scores was the right criteria. Mr. Caropelo replied that it was a matter of what the Board wanted to emphasize.

Board Chair Bricker explained that the original purpose of the Student All-Star recognition was to emphasize the importance of the OAKS academic achievement test.

Director Boehme said that that any recognition for any student was good. He said that he thought recognizing students for community service, as the Board does in the spring, was a good idea.

Board Chair Bricker said that there may be other recognition criteria that the students would find valuable.

### **ADJOURN FOR DINNER**

Board Chair Bricker adjourned the meeting at 5:40 p.m. for dinner.

Board Chair Bricker reconvened the work session at 6:05 p.m. following dinner.

### **FUTURE OF THE DISTRICT DISCUSSION** **VISION OF SUCCESS GOALS**

Board Chair Gordon Caropelo reviewed the Strategic Goals of the district and asked if the document represented what the Board wanted for the district.

Director Gordon stated that the Strategic Goals were very powerful statements. She noted, however, that the third strategic goal was, "Our students thrive because every community member is a stakeholder and takes responsibility for the success of every student." She asked why the explanation of the goal included the statement, "Every school bond passes the first time it is placed on the ballot."

Superintendent Delapoer replied that passage of a bond would be a concrete indicator of community support for the school district and a willingness to provide additional resources to the schools.

Director Smith said that he thought the statements were very bold.

Director Boehme said that the district was doing better on some elements of the goals than others. He cited several examples of where the school district was working to offer additional opportunities.

Board members spoke of recognition of community members. Superintendent Delapoer detailed a number of things the district did to recognize community members. Director Smith said that he liked to see businesses that support the schools. Director Boehme said that there are other community people worthy of recognition.

### **ACCOUNTABILITY PLAN**

Mr. Caropelo said that the Board had revised the District Accountability Plan during the previous winter. He said that this work session would be an opportunity to discuss the type and delivery of

reports. He said that the reports matrix was located at the back of the document. He noted that some of the academic reports were folded into the district's Achievement Compact. He asked if there were topics for which the Board wanted to learn more.

Director Boehme said that he would like a work session to consider the elements of the achievement compact. Director Utt agreed.

Director Gordon asked for a report from Memorial Middle School regarding their website, and communication with parents. Director Boehme wished to understand what the district was doing for diversity. Director Gordon wanted information regarding discipline and ethnicity.

Director Boehme spoke of character education instruction. Director Boehme said that students are much more involved in the community than his generation. He said that he does not have one friend involved in the community.

Ms. Delapoer referred to the Measure 3 of the Accountability Plan. She asked of the kind of reports the Board wished to receive regarding Transportation, District Use of Energy, Facilities, and Technology Investment. The Directors indicated that they still wished to receive the reports. Director Gordon said that she like the way the reports were delivered. Director Smith said that he would like to hear more about technology investment.

Mr. Caropelo asked for clarification of the Board's expectations. He said that he was hearing that the Board appreciated the reports as they were an opportunity to highlight the good work he district was doing. He said that at the same time, the Directors stated their desire to hear just the three main points.

Director Boehme said that the original intent of the reports was to encourage greater efficiency by the district departments. He suggested that district was now more efficient and the Board did not need to hear a report as to the number of work orders. He said that it was still important that the departments were tracking the data but the details need not be reported to the Board.

Board Chair Bricker said that the details needed to go to Business and Operations Director Russ Allen but the minutia did not need to go to the Board.

Director Smith asked if the district could provide information on parent portal information. Mr. Caropelo replied that the district has not been able to obtain the information from the Linn Benton Lincoln Education Service District.

Ms. Delapoer said that the district sought a variety of formats to deliver the reports required by the Accountability Plan.

Director Utt asked of technology investment. He suggested an identification of the oldest computer used by a teacher and the oldest computer used by a student.

Director Gordon suggested that the district consider discussing school bond needs years in advance.



Director Smith asked for a report on the Advanced Diploma program. Mr. Caropelo suggested a report in the fall and a later report in the spring. A Director asked of the number of anticipated participants. Mr. Caropelo said that 160 students had enrolled. Director Gordon asked who would be the coordinator for the program. Ms. Delapoer said that teacher Dani Blackwell would guide the students.

Mr. Caropelo said that he was asking Ms. Blackwell to obtain information as to the number of Advanced Diploma students who would be the first of their family to attend college.

Board members spoke of other reports such as the Advanced Diploma, online instruction, and the Regional Trades Academy.

Mr. Caropelo suggested reports on the dual immersion program, TAG, and Albany Online. He said that he would form a committee to examine other options for elementary students. He said that those possibilities might include a STEM (Science, Technology, Engineering, and Mathematics) focus, International Baccalaureate focus, or an art focus.

**AREAS WHERE THE DISTRICT IS NOT MEETING THE NEEDS OF ITS STAKEHOLDERS  
(PARENTS, STUDENTS, STAFF, COMMUNITY)**  
**VISION OF SUCCESS GOALS**

Mr. Caropelo said that the Board packet contained a document from the Oregon School Boards Association with suggested questions to consider district climate. He suggested that the Board consider the question as wide-open.

Mr. Caropelo said that one area for discussion was providing more options beyond the core program offered by the district. He asked what options the Board wished to offer so that parents would bring back students who left the district. He asked how the district should stimulate improvement

Director Gordon suggested a district performing arts center. She said that it should be a facility that would be open to all schools. She said that it could be the pride of Albany. Director Boehme agreed, suggesting getting the City involved and making it a community objective.

Director Smith said that the topic of discussion was areas where the district was not meeting the needs of the students. He said that a performing arts center would be better discussed under a topic of future needs of the district.

Director Utt suggested that performing arts at the elementary level was a shortfall within the district.

Director Boehme said that families are attracted to cities with opportunities for kids. He said that additional offerings at the elementary level could include music, PE, and art.

Director Smith said that STEM programs would be a benefit to students now and would attract families to Albany. He added that regardless of what the State did in the future, the district should offer all-day kindergarten.

Director Gordon suggested a district-wide pre-school. She said that middle income families cannot afford pre-kindergarten. She said that the poorest children may receive Head Start and the wealthiest families could afford pre-school, but many families were caught in the middle.

Mr. Caropelo said that research indicates that early-intervention programs help get children on track and stay on track. He said that the challenge is that the districts do not see the benefit for 10-12 years. He said that the first glimpse is available when the students take the third-grade state achievement tests. He noted that third grade math scores for reading last year were down. He attributed that to the third graders not ever having a full school year.

Director Smith said that some children come to the school district from incredibly difficult home situations.

Board Chair Bricker said that one advantage of pre-school was that it helped parents understand what they needed to do to get children ready for elementary school.

Director Utt added that learning disabilities could be detected at pre-school.

Director Gordon said that young parents were using social media. She suggested that information on Facebook would help parents ready their children for kindergarten.

Director Boehme said that the South Albany High School junior class (class of 2014) was struggling. He said that less than half have passed the math OAKS test. He asked what the district could do so that as younger children come up they are prepared for the higher academic standards.

Director Smith asked if, within the next 1-5 years, the district should move to a system which would hold students to what they needed to know at a particular grade level before they were advanced to the next grade level. Director Boehme agreed noting students should not be advanced to high school until they have the foundations.

Director Utt said that there would be unwanted repercussions if the district were to do that to students. He said that the move might cause an increase in drop-out rates.

Director Boehme said that as the State increased the graduation requirements there will be students who would be unable to meet the standards. He said that even more would be eliminated if the requirements were further increased. He asked what the district needed to do.

Mr. Caropelo said that the junior class was the first to have to pass the standardized tests in reading, writing and math tests or demonstrate proficiency through district work samples. Board Chair Bricker estimated that it would be unpopular, but until the district had the first year when a large percentage of seniors failed to graduate, other students would not take their education seriously. He said that students would learn that they have to do the work to graduate.

Mr. Caropelo said that the long-term view was to ensure the quality of every teacher in front of every student. He said that the district was making the effort to do so. He said that one of the things standards based grading did was that it permitted one to know specifically in what standard the student was not

successful. He said, for example, it was not that the student failed Algebra. He said that may be because the student was unable to do polynomial equations. He said that with such information, the school could target interventions. He said that teachers could also re-plan their units to better focus their instruction to their students. He spoke of the importance of knowing what students know and what they do not know.

Director Boehme suggested a one-semester class on how to take the Scholastic Aptitude Test (SAT), as it would aid students in enrolling in college. He said that the instruction could be an elective.

Board Chair Gordon Bricker suggested also encouraging the PSAT test.

Director Boehme spoke of mobility. He said that he heard that approximately 100 students move in and out of South Albany High School in a year. He said that represented perhaps 7 percent of the students. Mr. Caropelo agreed that student mobility was a challenge. He related that when he was the principal at Waverly Elementary School, the turnover rate was closer to 50 percent.

Director Smith said that he would like to continue to offer instruction in the construction trades. He said that could be either the Regional Trades Academy or through business-school partnerships. He said that the workforce in those areas was dwindling, demand was up and salaries were increasing.

He also spoke of college course offerings at the high schools. He said that coding/computer programming skills were very important. Director Utt said that ten years ago, West Albany High School computer instruction graduates were in high demand. He said that if the same instruction was offered at both high schools, those graduates would all find jobs.

Director Boehme suggested offering college courses through online instruction. He said that most universities offer on-line programs. He noted that the district already has online classrooms at the South Albany High School campus.

Director Boehme said that the district needed to find a way to support the TIF (Teacher Incentive Fund) grant. He said that the program provided opportunities for teachers to be leaders.

Board Chair Bricker said that he wished to see an expansion of dual language instruction to the middle school level. Director Smith agreed, noting that the community was invested in the program.

Director Gordon estimated that the technology classrooms at South Albany High School were underutilized. She suggested that the course offerings at that school be expanded so that students could achieve a higher level of technology.

Director Boehme suggested that some offerings be district level programs as they might be difficult for a school to afford by itself.

Director Utt spoke of the challenges of moving students daily between the two high school campuses so that students at one school could receive instruction at the other.

Director Boehme estimated that there would be additional State School Fund money in the coming years. He suggested as the district was able, it should add new instruction through district level programs. Mr. Caropelo replied that the Board had previously indicated a desire to reduce class sizes. He said that could be accomplished by reducing the general staffing ratio.

Ms. Delapoer said that it would be necessary to add FTE to the district. She said that the only time one could centralize programs was when the district was adding staff. She said that she thought that opportunity was coming.

Director Boehme suggested including the Board's discussion topics into the Accountability Plan. Ms. Delapoer replied that she heard the Board's interest in technology, performing arts, school safety, and facilities. Director Gordon said that the discussion on facilities should include the Board's interest in pre-school and all-day kindergarten.

Director Gordon added that the district should begin planning this year for a future school bond. Ms. Delapoer noted that the 2006 school bond funded only half of the needed projects. Director Boehme said that he wanted to avoid the perception that needed a new bond only because the previous bond was being paid off. Mr. Caropelo clarified that the Board was interested in a facilities bond, not a general operating bond.

Board members discussed having the classrooms available to support all-day kindergarten in the future. Mr. Caropelo said that adjusting for the all-day kindergarten could result in boundary changes or additional modular classrooms. He said that another option might be to move kinders from several attendance zones into one school campus.

Director Boehme asked for email copies of the information Ms. Delapoer recorded on the flip charts.

#### **SUPERINTENDENT GOAL SETTING FOR 2013-14** **SUPERINTENDENT EVALUATION**

Superintendent Delapoer distributed a summary of the timeline of the superintendent evaluation process. She said that she thought the process worked well during the previous year.

She said that the 360 degree evaluation was something that could be done every other year. She said that a number of people commented that it was valuable to know that the Board and superintendent were working well together.

Director Boehme said that the Board was always able to have good discussions. He said that the Directors neither micro-manage nor rubber stamp. He said that the Directors do not always agree but the Board is able as a whole to decide and move on. He said that disagreements are healthy. He doubted that there were many school boards who worked better.

#### **COMMUNITY AND PARENT OUTREACH**

Ms. Delapoer said that during her first years as the Superintendent she did a considerable amount of community outreach with parent and community groups. She said that she also had considerable face time as the district worked through the budget cutting process. She said that she would be able to do

additional outreach this year. She said that the district was doing many wonderful things but she doubted the community was aware of those offerings. Director Smith said that he would be willing to partner with the Superintendent during her presentations.

Director Utt suggested community forums. Ms. Delapoer said that the Board would have that opportunity when the district was ready to discuss a school bond.

***PRINCIPAL SUPPORT AND COMMUNICATION***

Ms. Delapoer said she wanted to have discussions with principals about what they were seeing about instructional quality. She said that she and Mr. Caropelo would observe classrooms and visit with principals and groups of principals.

***PLC AND PROFESSIONAL DEVELOPMENT***

Ms. Delapoer said that the Professional Learning Communities (PLC) program would continue. She added that at least one elementary meeting each month would include professional development. She said that there would also be professional development at the secondary level.

Mr. Caropelo said that principals had a form which helped them effectively conduct PLC sessions. He said that his department visited one fourth of the schools each week.

Director Boehme said that having a consistent date and time of an hour each week for PLC work was valuable.

***SCHOOL SAFETY UPGRADES***

Superintendent Delapoer said that she would discuss school safety information at the August 12 meeting. She said that she wished to form a small advisory group to assist the district in determining next steps.

**ADJOURNMENT**

Board Chair Bricker adjourned the Work Session at 8:00 p.m.

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Board Chair Gordon Bricker, Board Chair

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Maria Delapoer, Superintendent

(Recorded by Jim Haggart)

Business and Report Items - Document Reference (filed with original minutes)

Copies of documents presented for action and report purposes are located in the district audit folder prepared for permanent record.