

**Board of Education Meeting
Minutes of the Board Retreat
November 2, 2011**

Meeting was called to order at 5:35 p.m. at the Pana Unit #8 Board Room

Board President Koontz called the meeting to order.

Members present: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer

Members absent:

Superintendent Present: Yes

Visitors: Dively

The committee discussed the following:

1. *Miscellaneous Discussion Items* – The Board discussed the following items: Personnel issue, Adding a Code of Conduct statement to the athletic handbooks, reading of a sportsmanship message at each athletic event, possibilities for future consolidation efforts with neighboring districts, and potential topics of discussion for future retreats.
2. *Strategic Plan* – Dr. Lett reviewed a Power Point presentation that contained the district goals and objectives for the Strategic Plan. He explained some of the new activities that have been conducted to support the strategies in each goal area.

In concluding the presentation, Dr. Lett reviewed with the Board the previous process followed to develop the current Strategic Plan. In that process, the Board and administrative team were lead through a goal setting and planning session by Dr. Donald Karchur. Dr. Lett asked the Board to consider whether they would prefer a process like the previous one or a process that would be simplified and lead by local administration.

3. *Common Formative Assessments* – Mrs. Schmitz and Mrs. Strom provided an overview to the Board on the school improvement work that has been taking place during our early dismissal time on Wednesdays. They explained that much of the work has centered on the identification and unwrapping of Power Standards. Currently the staff is being organized into data teams with the goal to develop common formative assessments that will be used to modify and improve instruction. Mrs. Strom also explained how a credit recovery model for high school students would work. This is a potential strategy for the high school restructuring plan. She discussed the possibility of piloting the model with freshmen or sophomores. The Board asked several questions regarding the implementation of the common formative assessments, the retaking of assessments, and the credit recovery program. Mrs. Strom, Mrs. Schmitz, and Dr. Lett explained that we are in the initial phases of these efforts and there are many details yet to be worked out.

4. *District Improvement Plan/High School Restructuring Plan* – During the remaining time, Dr. Lett explained that due to the Districts and the High Schools failure to make AYP the district is required to develop a District Improvement Plan and a Restructuring Plan for Pana High School. For the District Improvement Plan he reviewed the key components of the plan, an example goal, and an example of the strategies being developed to support the goal. Dr. Lett then reviewed the options available to restructure the high school. He indicated that currently, the plan would be to attempt to restructure school governance, mainly because the other 3 options (replacing the staff, reopening as a charter school, contracting with a private entity) were not very viable for our district. He indicated that in addition to the work already started things such as modifying the current schedule could be considered. Dr. Lett and Mr. Dively will be working to complete much of the details of the two plans. They will then meet with a committee to review the plans and make modifications based on the committee's recommendations.

Having no further business, a motion was made by Metzger and seconded by Schafer to adjourn the meeting of November 2, 2011 at 9:25 p.m.

Member

Member