

**IDEAS Committee Minutes
10-16-19**

Meeting was called to order at 7:15 pm at the District Office Board Room by Beyers, Seconded by Anderson.

Members Present: Jason Bauer, Dr. Beyers, Doug Kirkbride, Kyle Anderson

Members Absent: None

Superintendent Present: Yes

Visitors: Amanda Skinner, Casey Adam, Juletta Ellis, Kelly Millburg, Cheri Wysong

The committee discussed the following:

2. *Reading/Approval of Minutes* - None were read as this was the first meeting of the 2019 - 2020 school year. Applications for "In the Trenches" Funds were printed and distributed to all members and visitors prior to the meeting.

3. *Review In the Trenches Fund Applications*

A. Washington School -

Mrs. Wysong noticed strong collaboration by staff for sensory items, calm walks, and space in a classroom for a "chillout space." Diane Williams would like to utilize a portion of the Special Education room for this. An indoor "swing" (a free-standing swing) would provide for that experience that would both support them and also give them a sense of security during the winter time when taking them outside is not possible due to the weather. The initial cost would run around \$325, in addition to different extension options with recommendations from PT/OT. Amanda West and Amber Ginger would utilize their funds together for this. In combination with Diane Williams, the total funds for all 3 applicants would be \$1500 and if additional funds were needed, the individuals would need to come back to the IDEAS committee with a proposal at a later time. It was noted that Washington School had the highest number of teacher participation with a 75% school-wide completion rate.

B. Lincoln School -

Mrs. Millburg believes the staff were very intentional based on workshops and feels that her applications from Lincoln is a representation of 21st century teaching. Dr. Beyers stated that 3 out of 4 5th-grade teachers made comments to push for a 1:1 Chromebook ratio. A tentative budget for 2 carts with 25 Chromebooks per cart would run approximately \$13,000. It was discussed that looking ahead, next year might yield stricter parameters and structure on what the fund would support.

C. Pana Junior High School -

Mrs. Ellis has no concerns over applications, but raised a few questions. If teachers applied for an Educational Foundation grant, but didn't receive it, could something go hand in hand with this application to allow for another chance to get those items? If the Trenches Fund applications were open at the end of the school year, it would give teachers the whole summer to think about what they need for the following year. It is confirmed that counselors can apply for these funds. Dr. Beyers was very impressed by the application put forth by the 6th grade teaching team with

the spreadsheet including specific links and how those items would be used in the classroom. The IDEAS committee would like to consider rewarding those staff members who went above and beyond in their thought and preparation for this grant. Mrs. Keeling submitted two applications: one for her science classroom and the other to support the growing ICE Box technology. Both applications are approved by the IDEAS committee as the ICE box benefits the entire building.

D. Pana High School -

Mrs. Adam noted that several teachers wrote trip grants which would provide real-life experiences as well as VR headsets to provide virtual experiences. If additional funds remaining were to be distributed, one idea is to allocate a technology area at the high school by taking a computer lab and revamping into a stem lab. At this time, Will Shalter had volunteered to help with the creation of this space alongside Ms. Skinner and Mrs. Adam. Mrs. Adam agreed that the team would bring forth a proposal to the IDEAS committee for the use of \$2500 from the In the Trenches Fund as well as any additional funds that may be provided for the beginning stages of this initiative. The request for field trips was reviewed as the IDEAS committee is not opposed to trips, but the question arose of how busing will be provided. For this year, any money over the \$500 cost for transportation will be paid for by the district, but will be looked at closer in application parameters for the following years. In total, 8 field trips were requested.

Dr. Beyers indicated this year has been a good experience and given the committee a learning curve to decide what to do next year. The committee will ask recipients to provide a one-page report of the benefits/outcome of this initiative by April 2020. Many applications included suggestions that the information should be shared in order for the teachers to spark ideas of how to use funds in the future. This information could be shared in the End-of-the-Year Slideshow during the Teacher Institute time (the idea of another cookout was mentioned, possibly with pulled pork {contact Juletta Ellis}) as well as the final projects/uses showcased on Apptegy (with perhaps a dedicated page to showcase to the public as well as teachers). The timing of the applications were also discussed. Mrs. Adam suggested looking at changing the application deadline to the end of the year so that items could be purchased on July 1st for the upcoming school term. Mr. Bauer suggested the deadline of Labor Day weekend so that materials could still be purchased early enough to use all school year, yet not conflict with the yearly PEF Mini-Grant application deadline of October 1st.

All applicants were approved by the IDEAS committee for the 2019 - 2020 school year, as well as \$500 provided to Amanda West, Amber Ginger, the ICE box, and Amanda Skinner. The IDEAS committee will decide how to allocate the remaining funds not utilized due to unsubmitted teacher applications.

4. *Review Topics From First Meeting*

Updates on discipline numbers will be discussed during the next Admin Meeting. Mrs. Ellis feels that discipline issues are less due to the boot camp during the first two weeks of school. Mrs. Millburg indicated the Makerspace has become a more social/emotional learning environment. It

Pana Community Unit School District #8

has also become a place to go to have conferences. There is a scheduled time that other students get to use it. Miss Blessman is using the Makerspace to hold leadership team meetings and meetings with every other grade level once a month so that she can have smaller groups of students and realize the needs of the student population.

Nothing further was added on the topics teacher evaluations or stagnation. Teacher attendance has been high during the first 9 weeks of school.

Concerning Curriculum and instruction, planning and having things set on a district level for future planning and the presence of an agenda has been wonderful this year. Giving teachers an assignment and looking for feedback has been a work in progress.

There has been good feedback in regard to the professional development provided this year by the district. Ms. Skinner would like to have more built in time for teachers to work with new staff and review new applications with existing staff. It was noted that new teachers having a mentor (who would be paid a stipend) would be beneficial. Informal mentors exist now at each building level. Mrs. Ellis asked if there could be an incentive to offer training to be an effective mentor? This would need to be addressed further in regards to coaching next year and Mrs. Ellis will speak to Susan Ade and other union building reps to see if they could collaboratively pursue this option. Mrs. Adam pointed out that, in the meantime, the ROE coaches will come into the school to mentor and coach (as this has been utilized this school year already).

Mrs. Wysong asked if there was a way to pursue finding additional substitute teachers. Other school districts are having the same difficulty in finding subs. The process has been made easier and Apptegy posts by Mrs. Blodgett have announced the new pay for substitute teaching in the district.

5. Review Teacher Input & Ideas

Dr. Beyers queried if the communication flow is better since this was an idea that was addressed with the lead teachers in the initial survey. A call to administrators was given to remind lead teachers that they can bring forth ideas from the staff and the IDEAS committee meetings are not limited to lead teachers; all teachers are welcome to attend.

6. Other Considerations

In looking at the distribution of funds:

55 teacher applications were submitted electronically and approved, with the addition of West, Ginger, Skinner, and ICE Box, bringing the total to 59 applications with allocated funds of \$29,500 with a remainder of \$15,500 for additional allocation as detailed below.

Lincoln School will receive \$12,000, in the form of 2 Chrome carts with 25 Chromebooks per cart (along with Google Chrome licenses) that will bring the 5th grade classes 1:1 with devices.

Pana Community Unit School District #8

The 6th grade team of teachers at PJHS (Perry, Mayhall, Matthews, Cothorn, and Schutt) will each receive an additional \$200 for a total of \$1000 for their exemplary detail in planning the use of funds for their classroom.

Pana High School will receive \$2500 to be used in the beginning stages of a STEM lab. The funds will be distributed after a proposal detailing items has been submitted. Additional considerations would be STEM training for staff.

Dr. Beyers also noted that the needs of the science department should be viewed to see what equipment is out-of-date and needs replaced in each building.

Wrapping up, when completing purchase orders, teachers will want to use the code assigned to their particular building in order to maintain correct site-based expenditure reporting requirements under ESSA.

7. Next Meeting Date - TBA

Meeting was adjourned on 10/16/19 at 8:53 pm, motion by Anderson, Seconded by Kirkbride.