

**Tredyffrin/Easttown School District
BOARD EDUCATION COMMITTEE**

**May 7, 2018
6:30 pm
TEAO, Meeting Room 200**

Agenda

- I. Approval of revised March 5, 2018 Minutes

- II. Approval of April 2, 2018 Minutes

- III. High School Room Utilization

- IV. Graduation and All School Scholars

- V. Other

- VI. Public Comment

Board Education Committee Goals

1. Review the recommended administrative changes to the academic program that have impact on curriculum or budget and communicate recommendations to the full Board.
2. Review all enrollment and staffing numbers and projections for the year to determine the extent to which educational needs are addressed.
3. Review student assessment results.
4. Recommend informational education presentations to include in the monthly Board meetings as priority discussions.
5. Receive administrative recommendation for school calendar and make recommendation to the full Board.
6. Review current programming to determine alignment with federal and state mandates including Keystone Exams content and implementation.
7. Make recommendations to Board committees to communicate appropriate educational positions to legislators.
8. Review current programming at the middle school level.

Next Meeting Date: September, 2018

DRAFT PENDING COMMITTEE APPROVAL
BOARD EDUCATION COMMITTEE MEETING MINUTES
March 5, 2018

Tredyffrin/Easttown Administrative Offices
6:30 p.m.

Attending all or part of the meeting:

Board Committee Members: Roberta Hotinski (chair), Kyle Boyer, Katharine Murphy, Tina Whitlow

Other Board Members: Michele Burger, Scott Dorsey, Heather Ward

TE School District Representatives: Wendy Towle (Administrative Liaison), Michele Staves, Nancy Adams, Chris Groppe, Richard Gusick, Nicole Roy, Kate Parker

Community Members: Ray Clarke, Sarah Culbert, Jerry Henige, Cheryl Lowery, Jamie Lynch, Kate Mayer, Wendy DiMarco, Sarah Henry, Jessica Schneck, Cheryl Lowery, Nicole Brigham, Stephanie Tanner, Ellen Galka, Susan McGowan, Karen Huang, Jessica Tinneney, Marine Havel, Wendy Brooks, Lori Peterson, Giulia Ghibellini

The meeting was called to order at 6:35 p.m.

Public Comment:

Jessica Tinneney commented on the **Special Education Report.**

Kate Mayer commented on the **Special Education Report.**

Wendy Brooks commented on the **Special Education Report.**

Lori Peterson commented on the **Special Education Report.**

Giulia Ghibellini commented on the **Special Education Report.**

Susan McGowan commented on the **Special Education Report.**

Ray Clarke commented on the **Special Education Report.**

Cheryl Lowery commented on the **Special Education Report.**

Wendy DiMarco commented on the **Special Education Report.**

Jessica Schneck commented on the **Special Education Report.**

Kate Mayer commented on **Reading Support Programs in TESD.**

Lori Peterson commented on **Reading Support Programs in TESD.**

Susan McGowan commented on the **Reading Support Program in TESD.**

Ellen Galka commented on the **Reading Support Program in TESD.**

Lori Peterson commented on the **Reading Support Program in TESD.**

Susan McGowan commented on the **Reading Support Program in TESD.**

Ray Clarke commented on the **Reading Support Program in TESD.**

Ray Clarke commented on the **Business Curriculum.**

Karen Huang commented on the **Business Curriculum.**

Marine Havel commented on school start times.

Approval of Minutes:

The February 5, 2018 minutes were approved.

Committee Discussion and Recommendations:

The Committee received the **Special Education Report** from Chris Groppe, Director of Individualized Student Services. Mr. Groppe updated the Committee on the District's continuum of student services, multi-tiered intervention, student health services, psychological services, mental health supports, numbers of special education students and caseload limits, staffing, budget impact items, and points of pride. He shared selected results from the 2017 parent survey on special education that is part of the state's cyclical monitoring process. Mr. Groppe answered several questions from community and Committee members.

The Committee reviewed **Reading Support Programs in TESD**. Michele Staves, Curriculum Supervisor of Language Arts updated the Committee on the District's reading support program from K-12. She presented an overview of the balanced literacy approach which includes Houghton Mifflin's *Literacy by Design* program in grades K-4. She further described the supplemental reading support program provided by reading specialists and paraprofessionals. The pre-referral service is available to eligible students in grade K-6 who need individualized and targeted instruction in any of the key components of reading. Programs and courses for students in grades 7-12 are also in place to support students with reading needs at those levels. Mrs. Staves stated that most students who receive early reading intervention in TESD make progress toward exiting the program by fifth grade. Dr. Wendy Towle and Mrs. Staves answered questions from the Committee members and the community. **The Committee requested additional data on the diversity of students in reading support programs, which the administration will gather and provide to the Committee members. Further, a process for addressing additional reading support specific questions was identified and the administration will follow up with interested parents.**

The Committee reviewed the **Business Curriculum**. Dr. Nancy Adams, Curriculum Supervisor for Business/Technology updated the Committee on the Business curriculum at Conestoga High School. Dr. Adams shared an overview of the current courses offered. She then shared data collected on other high school and college offerings which led to the development of a new Business course for 2018-19 called *Business Promotion and Marketing*. Dr. Adams answered questions from the community and Committee members. The Committee expressed support for ongoing changes in the Business curriculum to meet the changing needs of the students and the community.

The meeting was adjourned at 10:05 p.m.

Next meeting: **April 2, 2018**

DRAFT PENDING COMMITTEE APPROVAL
BOARD EDUCATION COMMITTEE MEETING MINUTES
April 2, 2018

Tredyffrin/Easttown Administrative Offices
6:30 p.m.

Attending all or part of the meeting:

Board Committee Members: Roberta Hotinski (chair), Kyle Boyer (via speaker phone), Katharine Murphy, Tina Whitlow

Other Board Members: Scott Dorsey, Todd Kantorczyk, Edward Sweeney, Heather Ward

TE School District Representatives: Wendy Towle (Administrative Liaison), Mark Cataldi, Michele Staves, Richard Gusick

Community Members: Sarah Culbert, Coleen Hillman, Susanne Neubig, Karen Vadner, Huizi Zhang, Marine Havel, Jordan McCain, Xavier Arnault, Rania El Desoki, Tracey Sloan, Brooke Hauer, Alison Hallan, Chrispin Hallam, Stacey Pellegrini, Juliette Hyson, Jeff Hyson, Kerry Sophocles, Jennifer McKinley, Nancy Coradi

The meeting was called to order at 6:30 p.m.

Public Comment:

Xavier Arnault commented on **ERBs, PSATs, Winter Keystones.**
Rania El Desoki commented on **ERBs, PSATs, Winter Keystones.**
Chrispin Hallam commented on **ERBs, PSATs, Winter Keystones.**
Kerry Sophocles commented on **ERBs, PSATs, Winter Keystones.**
Nancy Coradi commented on **ERBs, PSATs, Winter Keystones.**
Huizi Zhang commented on **ERBs, PSATs, Winter Keystones.**

Jeff Hyson commented on the **College and Career Transition Course.**
Juliette Hyson commented on the **College and Career Transition Course.**
Xavier Arnault commented on the **College and Career Transition Course.**

Xavier Arnault commented on **Later Start Times and Adolescent Sleep.**
Rania El Desoki commented on **Later Start Times and Adolescent Sleep.**
Nancy Coradi commented on **Later Start Times and Adolescent Sleep.**
Marine Havel commented on **Later Start Times and Adolescent Sleep.**
Huizi Zhang commented on **Later Start Times and Adolescent Sleep.**

Rania El Desoki commented on School Calendar and Religious Holidays.
Huizi Zhang commented on School Calendar and Religious Holidays.

Approval of Minutes:

The March 5, 2018 minutes were approved. The Committee requested an addition to the minutes of the Reading Support Program summary.

Committee Discussion and Recommendations:

The Committee reviewed the **ERBs, PSATs, Winter keystones.**

The Committee reviewed a summary of the 2017 Testing Results (including ERB/PSAT/Keystone). Mr. Mark Cataldi, Director of Assessment and Accountability, shared information about fall Educational Records Bureau (ERB) testing results, fall Preliminary Scholastic Aptitude Test (PSAT) 8/9 and PSAT/ National Merit Scholarship Qualifying Test (NMSQT) results, and winter Keystone Exams results. Mr. Cataldi also shared information on the PSSA Seminar courses. He provided financial context to inform the committee on the impact of possible budget strategies related to testing and support courses. Mr. Cataldi and Dr. Gusick answered several questions from community and Committee members. There were no Committee recommendations.

The Committee reviewed the **College and Career Transition Course.**

The Committee received an update on the College and Career Transition Course. Mr. Cataldi, Director of Assessment and Accountability, shared information about the development of the new course at Conestoga High School, including: purpose and need; connection to the District Strategic Plan; course components; and structure. The College and Career Transition Course is a School Board approved course required for Grade 11 students beginning in 2018-19. Mr. Cataldi and Dr. Gusick answered several questions from community and Committee members. There were no Committee recommendations.

The Committee reviewed **Later Start Times and Adolescent Sleep.**

The Committee reviewed a report on Later Start Times and Adolescent Sleep. Dr. Wendy Towle, Director of Curriculum, Instruction, Staff Development, and Planning shared actions taken to gather data on the topic including monitoring of local school districts as well as reviewing research provided from sleep experts. Dr. Towle and Dr. Gusick answered several questions from the community and Committee members. The Committee recommended that District Administration include the study of adolescent sleep and school start times as a TESD District goal for 2018-19.

Additional Non -Agenda Item :

Dr. Wendy Towle informed the Committee about the ongoing process to implement the Middle School Technology 1:1 Initiative. She shared information from Dr. Mike Szymendera relative to budgeting funds for the purchase of laptops for the 18-19 school year. While the Middle School Initiative is listed as a possible budget strategy, the goal is to initiate the next steps in the process prior to the approval of the new budget. The District's experience has been that placing the order at the end of April or beginning of May will provide sufficient time to prepare and deploy the devices at the start of the new school year. Dr. Towle shared the timeline and goal of having Board direction by the end of April.

The meeting was adjourned at 9:25p.m.

Next meeting: **May 7, 2018**

Conestoga High School

Room Utilization Report

Conestoga Current Backdrop

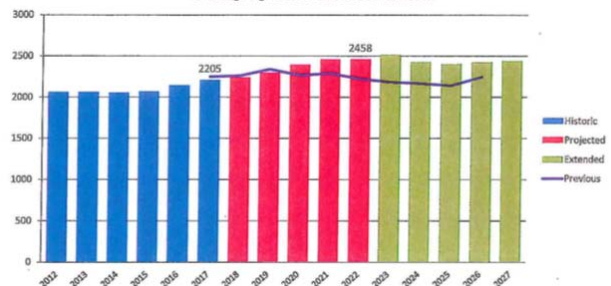
- Access, Options and Choice
- Maximization of Current Footprint
- Enrollment Projections Increasing

Current and Future Enrollment

Tredyffrin-Easttown School District
High School Grade 9-12 Enrollments

	Students from new housing				Gr 9-12 TOTAL	Period Average	Period Change
	9	10	11	12			
Historic							
2012	523	501	515	521	2,060		
2013	501	527	510	522	2,060		
2014	531	506	507	507	2,051		
2015	511	550	500	505	2,066	2097	
2016	563	523	554	501	2,141		
2017	552	570	529	554	2,205	145	7.0%
Projected							
2018	566	566	572	534	2,237		
2019	569	580	568	577	2,295		
2020	662	580	579	570	2,391	2367	
2021	624	674	579	590	2,456		
2022	671	636	672	579	2,458	253	11.3%
Extended							
2023	624	682	634	673	2,612		
2024	576	635	580	635	2,426		
2025	600	586	634	581	2,401	2440	
2026	593	611	585	634	2,423		
2027	639	603	609	585	2,438	-20	-0.8%

Conestoga High School Grade 9-12 Enrollments



Room Classification

- Regular Classrooms – A general instruction room that can host courses not requiring specialization.
- Special Classrooms – A room that is designated to host a specialized course. Categories include: Science Labs, FCS Rooms, Art Rooms, Music, Business/Tech Rooms.
- Small Rooms - Less than 15 students assigned (Special Education, Keystone Remediation, Yearbook, Spoke, Conference Rooms).
- Common Areas- Library, Cafeteria, Auditorium, Gyms, Hallways, Parking

Room Classification and Numbers

2017-2018

- Regular Classrooms - 70
- Special Classrooms - 33
- Small Rooms - 9

2018-2019

- Regular Classrooms - 73
- Special Classrooms - 33
- Small Rooms - 9

The Model – Current Year

Enrollment	2017 - 2018			
	Avail Rooms	Avail Pds	Pds Used	% utilized
Regular Classrooms	70	560	511	91%
Special Classrooms	33	264	229	87%
<i>Science Labs</i>	18	144	133	92%
<i>FCS Rooms</i>	3	24	20	83%
<i>Art Rooms</i>	6	48	39	81%
<i>Music</i>	3	24	16	67%
<i>BT Room</i>	3	24	21	88%
Small Rooms	9	72	63	88%
Total	112	896	803	90%
	Avail Rooms	Avail Pds	Pds Used	% utilized
Study Hall	70	560	34	6%
Reg Classroom w/ SH	70	560	545	97%
Total RM Use	112	896	837	93%

Enrollment

Avail Rooms – Rooms available to schedule

% Utilized - Pds Used/Avail Pds

Pds Used – Periods utilized

Avail Periods – Total periods available to schedule

The Model-Future Years

Enrollment	2018 - 2019			
	Projected		2237	
	Avail Rooms	Avail Pds	Pds Used	% utilized
Regular Classrooms	73	584	518	89%
Special Classrooms	33	264	232	88%
<i>Science Labs</i>	18	144	135	94%
<i>FCS Rooms</i>	3	24	20	84%
<i>Art Rooms</i>	6	48	39	82%
<i>Music</i>	3	24	16	68%
<i>BT Room</i>	3	24	21	89%
Small Rooms	9	72	64	89%
Total	115	920	815	89%
	Avail Rooms	Avail Pds	Pds Used	% Utilized
Study Hall	73	584	34	6%
Reg Classroom w/ SH	73	584	552	95%
Total RM Use	115	920	849	92%



	< 90 %
	90% - 95%
	96% - 99%
	100% - >

- Green** – Can Schedule
- Yellow** – Can schedule with low impact
- Orange** – Restrictions to educational program
- Red** - Cannot fully schedule with current parameters

Years 2017 – 2021

Enrollment	2017 - 2018				2018 - 2019				2019 - 2020				2020 - 2021			
	Actual 2205				Projected				Projected				Projected			
	Avail Rooms	Avail Pds	Pds Used	% utilized	Avail Rooms	Avail Pds	Pds Used	% utilized	Avail Rooms	Avail Pds	Pds Used	% utilized	Avail Rooms	Avail Pds	Pds Used	% utilized
Regular Classrooms	70	560	511	91%	73	584	518	89%	73	584	532	91%	73	584	554	95%
Special Classrooms	33	264	229	87%	33	264	232	88%	33	264	238	90%	33	264	248	94%
<i>Science Labs</i>	18	144	133	92%	18	144	135	94%	18	144	138	96%	18	144	144	100%
<i>FCS Rooms</i>	3	24	20	83%	3	24	20	84%	3	24	21	86%	3	24	22	90%
<i>Art Rooms</i>	6	48	39	81%	6	48	39	82%	6	48	40	84%	6	48	42	88%
<i>Music</i>	3	24	16	67%	3	24	16	68%	3	24	17	69%	3	24	17	72%
<i>BT Room</i>	3	24	21	88%	3	24	21	89%	3	24	22	91%	3	24	23	95%
Small Rooms	9	72	63	88%	9	72	64	89%	9	72	66	92%	9	72	69	96%
Total	112	896	803	90%	115	920	815	89%	115	920	836	91%	115	920	871	95%
	Avail Rooms	Avail Pds	Pds Used	% utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Study Hall	70	560	34	6%	73	584	34	6%	73	584	34	6%	73	584	34	6%
Reg Classroom w/ SH	70	560	545	97%	73	584	552	95%	73	584	566	97%	73	584	588	101%
Total RM Use	112	896	837	93%	115	920	849	92%	115	920	870	95%	115	920	905	98%

Years 2021 - 2024

Enrollment	2021 - 2022				2022 - 2023				2023 - 2024			
	Projected Avail Rooms	Projected Avail Pds	2456 Pds Used	% Utilized	Projected Avail Rooms	Projected Avail Pds	2458 Pds Used	% Utilized	Projected Avail Rooms	Projected Avail Pds	2512 Pds Used	% Utilized
Regular Classrooms	73	584	569	97%	73	584	569	97%	73	584	582	100%
Special Classrooms	33	264	255	97%	33	264	255	97%	33	264	261	99%
<i>Science Labs</i>	18	144	148	103%	18	144	148	103%	18	144	151	105%
<i>FCS Rooms</i>	3	24	22	92%	3	24	22	92%	3	24	23	95%
<i>Art Rooms</i>	6	48	43	90%	6	48	43	90%	6	48	44	92%
<i>Music</i>	3	24	18	74%	3	24	18	74%	3	24	18	76%
<i>BT Room</i>	3	24	23	98%	3	24	23	98%	3	24	24	100%
Small Rooms	9	72	71	98%	9	72	71	98%	9	72	72	100%
Total	115	920	894	97%	115	920	895	97%	115	920	915	99%
	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Study Hall	73	584	34	6%	73	584	34	6%	73	584	34	6%
Reg Classroom w/ SH	73	584	603	103%	73	584	603	103%	73	584	616	105%
Total RM Use	115	920	928	101%	115	920	929	101%	115	920	949	103%
	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Common Areas	2020 - 2021				2021 - 2022				2022 - 2023			
	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Gyms	2	16	14	88%	2	16	14	88%	2	16	15	94%
Parking	2020-2021				2021-2022				2022-2023			
265 Student Spots	Permits Sold	% Usage			Permits Sold	% Usage			Permits Sold	% Usage		
	315	123%			315	123%			315	123%		

Common Areas

- Gyms

Common Areas	2017 - 2018				2018 - 2019				2018 - 2019				2019 - 2020			
	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Gyms	2	16	11	69%	2	16	12	75%	2	16	12	75%	2	16	13	81%

Common Areas	2020 - 2021				2021 - 2022				2022 - 2023			
	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized	Avail Rooms	Avail Pds	Pds Used	% Utilized
Gyms	2	16	14	88%	2	16	14	88%	2	16	15	94%

- Parking

Parking	2020-2021		2021-2022		2022-2023	
	Permits Sold	% Usage	Permits Sold	% Usage	Permits Sold	% Usage
265 Student Spots	315	123%	315	123%	315	123%

Parking	2016		2017-2018		2018-2019		2018-2019		2019-2020	
	Permits Sold	% Usage	Permits Sold	% Usage	Permits Sold	% Usage	Permits Sold	% Usage	Permits Sold	% Usage
265 Student Spots	345	130%	371	140%	315	123%	315	123%	315	123%

- Library
- Cafeteria
- Hallways
- Auditorium

Options for Consideration

1. Modifications to Educational Program
 - Offer fewer classes
 - More students in existing classes
2. Construction Projects
3. Grade Realignment