

Integrated Day Charter School  
Governing Board Minutes  
September 16, 2009

Public Comment: None

Absent: Dr. Frank Maletz, Richard Bennett

•A motion was made and seconded to accept the August 19, 2009 Governing Board minutes, with one correction: add Rick Bennett to the absences. 6 votes in favor, with two abstentions: George Rezendes and Scott Swartz

Professional Development

•The CMT Data Analysis Guide from the SDE was discussed. Anna James shared information about Annual Yearly Progress (see handout) and how to interpret the data given.

Director's Report

•The first day went very smoothly, with each child receiving a flower (donated by McKenna's), which is a long standing tradition at the IDCS.

•Our first IDEA meeting was very well attended, with a pot luck supper and informational tables for different organizations/structures at the school.

•The first professional development day for teachers this year focused on CMT score analysis and trends, followed by cross grade conversations, which will continue throughout the year.

Committee Reports

•Governance – Met on September 9 and discussed adding Rick Bennett to the Curriculum Committee. The need to set an agenda for policy updates and to develop a policy for updating all policies was also discussed. The committee is working on the evaluation process for the director and the business manager. Assigning non-Board members to committees and developing the professional development agenda for this year are additional tasks for this committee. There may be new applications from non-Board members generated from the informational forum at the recent IDEA meeting.

•Planning—Committee leadership was discussed but not all members were present. The status of the parent surveys was reviewed in terms of strengths and weaknesses and the information obtained will be used to develop a strategic plan this year.

•Curriculum – A volunteer is needed to enter the data from the surveys so that it can be analyzed. Math and language arts have been reviewed recently; the social studies curriculum needs review as well. Grade level goals and common assessments need to be shared with the committee.

•Finance – did not meet since the state budget has not been approved. The next meeting was set for October 7.

#### Ad Hoc Committees:

•Building – Members are Jason Jones, Scott Swartz, June Morrone and Carl Davis. Jason Jones volunteered to chair this committee, which is overseeing the day care building renovation.

•Non-contract Staff – George Rezendes will check with Melissa Dearborn to see if she wishes to continue serving on the committee, since she is no longer a Board member. A standardized pay schedule has been implemented within budgetary constraints. The next tasks for the committee are a benefits review and updating of the Employee Manual.

•Jason Jones volunteered to attend Condo Association meetings; Brianne Temple indicated interest as well.

•Business Report – The Condo Association meets tomorrow night. The Media Center project is ongoing. The phone system is almost complete, with the addition of external speakers in the gym, dining room and playground area. We are getting good reviews on the lunch program with the participation rate higher than average. See additional items in the report.

•Board members received a copy of the State Department of Education’s overview of legislative acts passed. Chef Kim is attending a September 24 workshop on the requirements of a review of the National School Lunch Program compliance, which is coming up this year.

#### Discussion Items

•The addition of Rick Bennett to the Curriculum Committee was discussed.

•We are still in need of one community member on the Governing Board.

#### Action Items

•A motion was made to add to the agenda the appointment of a Condo Association representative, replacing Lynsey Teixeira. It passed unanimously (9 votes).

•A motion was made by Michael Seroussi and seconded by Mary Osten to elect Jason Jones to the Condo Association Board. It passed unanimously, with Jason Jones abstaining (8 votes).

•A motion was made by Jason Jones and seconded by Laura McMahon to appoint Rick Bennett to the Curriculum Committee. It passed unanimously (9 votes).

•A motion was made by Scott Swartz and seconded by Mary Osten to adjourn at 6:45 p.m. It passed unanimously (9 votes).

**Next Meeting: October 21, 5:30 p.m.**

**Integrated Day Charter School  
Director's Agenda Items  
September 16, 2009**

**I First Day, First IDEA**

- Flower's from McKenna's
- Information tables
- Media Center

**II Connecticut Mastery Test Results**

- Annual Yearly Progress, AYP  
IDCS did not achieve annual yearly progress in two sub groups.

Annual Yearly progress was achieved for the whole school in our Participation Rate at 99.5 %  
Reading at 84.6%  
Mathematics 82.5%  
and the Writing target was met.

The report indicates that we did not achieve Adequate Annual Yearly Progress for our Economically Disadvantaged subgroup. It should be noted that the difference in scores is not significant. It should further be noted that with the unrealistic expectations of *No Child Left Behind*, we narrowly made annual yearly progress for the whole school in mathematics with a score of 82.5%

- Score Summary report
- School report

**III Professional Development**

The first half day professional development focused on

- Score analysis,
- Trends
- Cross grade level conversations
- and grade level analysis

Throughout the 2008-2009 academic year, there were discussions of mathematics instruction at IDCS and opportunities for peer visitations. During the June Retreat, one day was designated to discuss standards and examine grade level expectations for the instruction of mathematics. Teachers met in grade level teams and we also initiated cross grade level conversations so teachers could visualize the skill progress from Pre-Kindergarten to the eighth grade. Cross grade level discussions of expectations and standards will continue throughout the year.



# Preliminary Adequate Yearly Progress (AYP) Status for the 2008-09 School Year: Not Achieved

Based on the spring 2009 Connecticut Mastery Test (CMT)



## Integrated Day Charter School District

### Integrated Day Charter School

Adequate Yearly Progress (AYP) Targets:	Participation Rate		% At or Above Proficient		% At or Above Basic
	Mathematics	Reading	Mathematics	Reading	Writing
	95%	95%	82%	79%	70% (or annual improvement)

Subgroup <sup>1</sup>	Participation Rate <sup>2</sup>							% At or Above Proficient							
	Mathematics			Reading			AYP Target Met?	Mathematics				Reading			
	Current	2 Year Avg.	3 Year Avg.	Current	2 Year Avg.	3 Year Avg.		Unadjusted	Confidence Interval	Adjusted	AYP Target Met?	Unadjusted	Confidence Interval	Adjusted	AYP Target Met?
Whole School (n = 196)	100	100	100	99.5	100	100	Yes	75	7.5	82.5	Yes	76.9	7.7	84.6	Yes
American Indian (n = 2)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
Asian American (n = 11)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
Black (n = 25)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
Hispanic (n = 17)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
White (n = 141)	100	100	100	99.3	100	100	Yes	78.7	8.3	87	Yes	77.1	8.8	86	Yes
Students with Disabilities (n = 21)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
English Language Learners (n = 3)	Fewer than 40 students in this subgroup							Fewer than 40 students in this subgroup				Fewer than 40 students in this subgroup			
Economically Disadvantaged (n = 45)	100	100	100	100	100	100	Yes	57.8	17.2	75	No	59.1	17.5	76.6	No

Additional Academic Indicator: Writing, % At or Above Basic	AYP Target Met?	Yes
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<sup>1</sup> It is possible for a subgroup to be of sufficient size (40 or greater) for the calculation of the participation rate, but not of sufficient size (fewer than 40) for the calculation of the percent at or above proficient. This is due to the omission of absent students from the calculation of the percent at or above proficient. If a school does not have the required 95 percent participation with 40 or more students, it will not have made AYP, regardless of the subgroup size for the percent at or above proficient calculation.

<sup>2</sup> For any school or subgroup that did not meet the 95 percent participation rate criterion, a two- and three-year average participation rate using 2009, 2008, and 2007 CMT is calculated. If the two-year or three-year average was greater than the current participation rate, it was used for the AYP analysis.

**Integrated Day Charter School  
CMT Trends in Mathematics Scores 2007-2009**

<b>Grade</b>	<b>% At/Above Proficiency</b>	<b>% Basic/below Basic</b>
<b>Eight Grade</b>		
2007	90.3	9.7
2008	81.8	18.2
2009	96.7	3.3
<b>Seventh Grade</b>		
2007	87.9	12.1
2008	97.0	3
2009	90.9	9.1
<b>Sixth Grade</b>		
2007	93.9	6.1
2008	81.8	18.2
2009	84.8	15.2
<b>Fifth Grade</b>		
2007	78.8	21.2
2008	66.7	33.3
2009	63.6	36.4
<b>Fourth Grade</b>		
2007	54.5	45.5
2008	72.7	27.3
2009	72.7	27.3
<b>Third Grade</b>		
2007	60.5	45.5
2008	75.8	24.3
2009	50.0	50.0

## Curriculum Committee Meeting minutes – 9/14/09

The curriculum committee discussed the following items:

- The data from the surveys included in the home visit packets needs to be entered into a spreadsheet so it can be analyzed.
- The school needs to look at the curriculum revision cycle to determine the appropriate revision cycle for all curricular areas.
- The committee will ask the grade levels to share their curricular goals with the Board.
- The committee will also ask the grade levels to share any common assessments they use for all curricular areas.
- Finally, the committee will ask the language arts curriculum committee to make a presentation to the Board about the new language arts curriculum.

Items for the next meeting:

- Look at the different curricula available.
- Gather assessments from grade levels.

## Finance Committee Meeting – 9/2/09

### AGENDA/Notes

1. September meeting cancelled due to lack of state budget.
2. **Next regular meeting will be October 7th at 4:30. A special meeting may be called sooner if needed.**

**IDCS, Inc  
Governing Board  
Business Report  
September 16, 2009**



**Facilities:**

- **Condo Association:** Need Condo Board representative assigned to replace Lynsey Teixeira. Next meeting Thursday, Sept 17, 2009 at 6:00 p.m.
- **Building:**
  - Library shelving installation 90% complete. Factory errors required custom manufacturing of new backs for bookcases along exterior of library perimeter.
  - Phone system installation continues. Final wiring changes are in work. The actual phone system has been changed over. New external speakers have provided much better coverage of large areas and areas that previously had no intercom capability, such as the gym and playground.
  - Day Care Building:
    - Have contacted architects to press forward with the full design planning.

**Finance:**

- Finance Committee regular meeting for September was cancelled – no state budget available. State budget has since been adopted. Committee will meet after Director and Business Manager review the budget for any needed revisions.
- Annual ED001C financial report filed with the SDE on time.

**Food Service:**

- **Lunch Program:** Hot lunch is in full swing. Chef Kim is very enthusiastic about the program. We have been selected for an administrative review by the SDE some time during the year. The Food Service Manager will attend a training session for preparation later in September.

**Personnel:** Non-contract Task-Force has not resumed meetings yet.

**Other:** None

**As we are now required by law to post meeting schedules and minutes on our web site; all committee chairs can provide this information to the Business Manager for posting. Minutes/reports will be posted with monthly Board minutes.**