The Concord Board of School Trustees met at Concord West Side Elementary School on Monday, November 21 at 4:00 p.m. for their regular meeting.

The following business was then conducted after the Pledge of Allegiance:

**Concord High School New Course Proposals**: Mrs. Cocanower presented several new courses to be considered for the 2017-2018 school year at Concord High School. The courses are all State approved for the course description guide. Two computer classes proposed are Computer Tech Support (COMP TECH) which will enhance students’ ability to work with computers and learn to repair and troubleshoot, and Introduction to Computer Science (INTRO CS) will provide coding instruction. Mathematics courses CCR Bridge: Math Ready, and Math 10 (MTH 10) will provide additional courses to reinforce the math curriculum. CCR Bridge: Literacy Ready will assist students master literacy skills needed for core subject areas. Advanced Speech and Communication will be a dual credit course for which the instructor is pursuing the appropriate credentials to teach. An elective Physical Education course, Water Safety Instructor, will provide students with the skills needed to teach water safety to other students and public. Anatomy and Physiology will be an added Honors AP course for students interested in the health related fields. Board members will be asked to approve the courses for inclusion in the selections available for the 2017-2018 school year at the December 6 board meeting.

**New Business Software**: Research to find a more adaptable software program for the Business Department has been in process for a number of months. The current software in use is over 17 years old, and is outdated and inefficient. The system is due for an upgrade in 2017, at which time Mrs. Smith is hoping to move to the new system provided by New World. After looking at six vendors, New World presented the system most compatible for what is needed for the day to day operations as well as long range needs. The actual cut-over date will take place in steps as the various processes are converted. The cost has been budgeted into the 2016 and 2017 budgets. Mrs. Smith will be asking for approval to purchase the New World software at the December 6 board meeting.

**Finance Reports**: Mrs. Smith presented financial reports for the month of October 2016. The format clearly shows the budgeted amounts as well as the expenditures. A year of comparisons was provided for the General Fund. To continue providing information on the Referendum account, a summary statement of revenues and expenditures was included in the report, as well as the historical comparison up to and including the end of October 2016. Mrs.
Smith reminded the Board that the budget accounts are built on the calendar year.

**Concord West Side Elementary School Report:** Mr. Donlon began his report by thanking the Board for coming to West Side Elementary, and allowing them to present their report. He extended his thanks to the staff members and the many parents in attendance. “Reach and Teach, Whatever It Takes” remains the mission statement as it sums up the pride and compassion the staff has for the students.

West Side Elementary demographics are very diverse. Over 68% of the student body is Hispanic with many coming directly from Latin American countries. The remaining 32% are a cultural mix. There are eight languages native to the students, with over ten countries of birth represented. The poverty level is defined by the 82% free and reduced students, which is currently showing a slight uptick in the paid lunches and a slight downward turn in the number of free lunch eligibility. Student attendance rates have remained in the mid-to upper 90 percentile with the recent year at 96.5%.

Mr. Donlon reviewed the goals that were established for the 2015-2016 school year. The use of the STAR reading program, IREAD-3 and common assessments served to measure the progress of students as the plan was to increase the literary and non-fiction text scores. The Accelerated reader percentages also increased through the year. An increase in writing process and application scores measured by local assessment and progress monitoring using daily writing and writing prompts, reading levels, ISTEP+ was the focus for their second goal. Teachers saw an increase in the writing prompt scores, as well as reading and writing levels. Students receive feedback from teachers to encourage their progress. The Accelerated Reading pass percentage continued to increase through the year. A seven percent increase in the number of third grade students whose IREAD3 scores improved. Many of the third grade reading levels were very close on to on grade level or better.

The ISTEP scores were disheartening, as the staff worked diligently to improve. Steps will be taken to improve instruction and focus on a professional development action plan. Multi-step problem solving skills were a main focus with teachers continuing to work in all content areas. School safety was at the forefront of concerns, for students, staff and visitors to the school. Mr. Donlon is a certified safety coordinator and works to maintain the safety throughout the building.

The involvement of parents and families has increased over the past year with the implementation of many activities. The open house, family nights, Carnival, and Anne’s Kits for Kids has drawn many families to be involved. They hope to encourage involvement in the school improvement team and other academic focus areas.

Preliminary ISTEP scores have shown an increase from the previous year, but the test was different, so an accurate comparison cannot be made. The overall ISTEP history noted an upward trend previously. West Side Elementary has had decreasing scores the past two years, and they are making changes to the instruction to address those scores. Overall, the beginning of the year scores in reading have improved and they hope to continue the trend in all areas.

Reading levels are a key focus for 2016-2017. The plan is to increase reading proficiency by three levels for all K-4 students. Use of close reading, academic vocabulary instruction and student-teacher conferencing will move students toward the goal. Argument Literacy and Close Reading instructional strategies will be implemented in the daily literacy curriculum. Staff will be provided the professional development for the instructional strategies needed to include them in their daily lessons. The third and fourth grade guided reading programs will be revised to include science-based learning.
groups that will focus on skills in writing and in their reading. Math computation fluency and problem-solving practices will be improved upon using evidence-based practices. Students will be exposed to academic vocabulary and conceptual thinking, along with solving authentically. Teachers will create an environment that encourages students to explore, take risks, use hands-on manipulatives, and share both failures and successes, and question one another as they learn the processes. Grade 1 through 4 students will increase their algebraic thinking from three percent to seventy percent by the end of the year.

Creation of a Building Safety Committee will work toward the goal of a safe school and learning environment. The building itself is a small community and proper safety measures need to be in place for everyone’s benefit. Adherence to the new bullying legislation mandates will help assure that proper measures are in place. A review of current safety plans will be made and adjust as needed.

Parent and community resources are to be an important part of the safe school focus. Sign-in sheets will help track and schedule volunteers, mentors, and the level of participation for academic events. Providing the tools to families to promote their children’s success builds the confidence and sense of community which in turn increases student achievement. The West Side staff recognizes that family engagement is primary to the success of the students. Parental involvement is essential at all levels of student achievement.

Cultural diversity is a major strength of the West Side community with many cultures represented in the building among the students. The staff faces challenges for getting information home that parents can understand, and through use of translation, interpreters, and classes, they are able to reach all families. A good understanding of the cultures present provides avenues for communication as well.

West Side has a lot happening, and they are continually evaluating those activities to determine the best practices for working with their kids. Events are planned to promote the involvement of families. A recent parent survey indicated that ninety percent of those responding agreed and/or strongly agreed they value the education provided and the school overall.

A video, “Day in the Life of a West Sider” was shared with the Board and all those present, which depicted the various activities that occur from the time the students arrive on the buses to their departure each evening.

Mr. Donlon thanked the school board for visiting and spending time at West Side Elementary. The Board accepted a donation in the amounts of $57.20 and $1.64 from Meijer Community Rewards Program for East Side Elementary extracurricular expenses. Donations in the amount of $47.58 was received from Ohio Pyle Prints, and $300.35 from First State Bank for the High School spirit activities. Concord South Side Elementary received a donation in the amount of $50.00 to be used toward the cost of a meal for families participating in the Anne’s Kits for Kids. A donation of 1,842 lbs. of school supplies, children’s books and L’Oreal Products and 1,060 lbs. of school supplies and L’Oreal Products was received from Feed the Children.

The Board approved the employments of Alexis Castellanos, West Side Elementary Special Education Paraprofessional, and Susan Stauffer, West Side Elementary Building Services C-2 Night Custodian. The Board approved the transfer of Wanda Dion to Junior High School Building Services C-2 Night Custodian from West Side Elementary Building Services C-2 Night Custodian. Tara Hathaway was transferred from High School Food Services Head Cashier to Cook; Tamarene Boswell was transferred to High School Food Services 5.5 hours daily Kitchen Assistant from 4.5 hours daily.

The Board accepted resignations from Bill Chaney,
Junior High School Building Services
C-2 Night Custodian; Trista Peterson, Amanda DeBlock and Angelee McKnatt, High School Food Services Kitchen Assistants; Eric Kleiman, South Side Elementary Technology Paraprofessional; Tim Ergle, South Side Elementary Title 1 Paraprofessional.

A disbursement to Hunt Suedhoff Kalamaros, LLP was approved.

The Board approved extra duty employments for Susan Utley and Jacqueline Foy, High School National Honor Society Co-Sponsors; Ryan Stockman, High School Wrestling Volunteer Coach; Tonya Lucchese, Junior High School Grade 8 Girls Varsity Basketball Lay Coach; Travis Swanson, Junior High Grade 7 Girls Varsity Basketball Coach; Brian Tompkins, Junior High Grade 7 Girls Junior Varsity Basketball Coach; Kelly Hale-Chupp, Junior High Grade 8 Girls Junior Varsity Basketball Coach; Troy Forrest, Junior High Wrestling Coach; Darren Vance, Junior High Wrestling Lay Coach.

The Board approved the educational conference requests for 14 employees for the months of November, December, and February.

The Board afforded the public in attendance the opportunity to address the Board on non-agenda items at this time.

The Board will meet Tuesday, December 6 at 7:00 p.m. at the Intermediate School, preceded by a 5:30 p.m. Executive Session. On December 27 the Board will meet at 8:00 a.m. at the Education Center for paperless board meeting training, followed by the 9:00 a.m. regular meeting, which will be followed by additional training. January 9 and February 6 the Board will meet at 7:00 p.m. at the Education Center. February 21 the Board will meet at 4:00 p.m. at the Education Center. Board meetings are open to the public.