I. Called to Order by Tracy Krum

II. Attendance:

Jeff Groshek, Megan Kowalchick, Suzanne Kocher, Tracy Krum, John Monick,
New Members: Brenda Fetterolf, Jeremiah Johnson, Kaitlyn Thursby

III. Reviewed the minutes from the March 11, 2015 meeting

The minutes can be viewed at http://www.ccsd.cc > District Office > Curriculum > Act 48 Committee >2014 – 2015 School Year > Minutes > March 11, 2015

Tracy Krum made a motion to accept the minutes:

First : Megan Kowalchick
Second : Suzanne Kocher

IV. Eduplanet21

i. Mandated Reporter Training
ii. CCSD Assessment 101
iii. CCSD Instructional Strategies Model – Course Creation Process
   i. Domain 1C: Selecting Instructional Outcomes (K-12)
   ii. Domain 4: Professional Responsibilities (K-12)

Tracy Krum shared and showed the committee how to access and maneuver around the Eduplanet21 site. She reminded the committee that Mandated Reporter Training is now every 5 years. The Act 126 and Assessment 101 have been assigned to all for access. Also mentioned was the fact that PDE just approved a 3 hour suicide training every 5 years for the High School and Middle School.

V. Central Columbia Academy – Course Requests

i. 1-Day Safe Crisis Management Re-Certification Class (District)
ii. 2-Day Initial Safe Crisis Management Training Program (District)
iii. iPad Basics: From Collaboration to Innovation (ES)
iv. Balanced Literacy Training (ES)
v. Instructional Strategies Training (New Teachers)
Tracy Krum stated the Academy has been approved by the school board. She reviewed this used to be only face to face however we now have the Eduplanet software. Any proposed courses for the Academy go to Mr. Mathias and Mrs. Krum first then to the Act 48 Committee for approval.

Suzanne Kocher made a motion to accept the proposed courses. Second: John Monick

VI. Summer Professional Development

i. Updating Assessments
ii. Safe Crisis Management Trainings
iii. Youth Mental Health First Aid Kit Training
iv. Everyday Math Prep
vi. Trainings: Discovery Education, Study Island, 7, 8, 10 ELA

Tracy Krum stated a list will be sent out to the teachers and they can also go to the district website to review the calendar.

VII. Modern Teacher

Tracy Krum shared this was brought in by the CSIU to work with all the school districts. The school principals, Mrs. Krum and Mr. Monick have been involved in this work. Thus far they have discussed: what is digital conversion to Central Columbia, created a new vision statement, deciding where it belongs, and came up with the new branding for the school district. The next meeting will cover Curriculum.

VIII. 2015-2016 Professional Development

i. August 24: Opening Day
ii. August 25: ES: ED Math / MS: ED Math / HS:
iii. September 25 (Half Day PM): Data
iv. November 13: Data/
v. January 18: Data/
vi. March 4: Data/

IX. Other Items

There were no other items to be discussed at this time.

X. The next meeting will be held on July 15, 2015 at 9:00 am

XI. Adjournment

First: John Monick
Second: Suzanne Kocher
Central Columbia Academy
Professional Education Course Proposal

Course Title: **Balanced Literacy training**

Course Description (attach a course outline and clearly identified objectives)

Format:
Face to Face ☑ Online

Describe how this course matches the district's needs as defined in the Comprehensive Plan and/or the Act 48 Plan:

**Balanced Literacy training is a requirement for new teachers. This course will get teachers prepared for the first 30 days of language arts and provide the basis of language during this block. Balanced Literacy is the philosophical basis of the district's language arts plan.**

Describe the performance standards for successful course completion, assignments with the extra required time, and assessment methods used in this course:

**Teachers will complete various formative assessments during the course of instruction. Also teachers will implement language based strategies for teacher evaluation and observation.**

Resources and materials: **Balanced Literacy text, Continuum text projector/white board, laptop connection, Word Study text**

Face to Face: In class hours required: **6** Out of class hours required: 

Face to Face: Suggested scheduling format: **8/20/15 @ 9 AM**

Instructor(s): **Shara Evanoski and Rebecca Farrell**

Superintendent Approval (signature): **[Signature]**
Central Columbia Academy

Professional Education Course Proposal

Course Title: Instructional Strategies Training

Course Description (attach a course outline and clearly identified objectives)

Format: Face to Face X Online

Describe how this course matches the district’s needs as defined in the Comprehensive Plan and/or the Act 48 Plan:

The course is set up to match the districts consistent and pervasive use of instructional strategies and extended thinking skills within everyday instruction. The course encompasses all aspects of the instruction from aligning to standards, planning, using effective instructional strategies, questioning, and a large variety of best practices. The training is used as an overview and the first stone for Central Columbia teachers to become part of the consistent and pervasive instructional team (staff).

Describe the performance standards for successful course completion, assignments with the extra required time, and assessment methods used in this course:

Students will be able to identify and discuss numerous classroom strategies during the course of instruction through various formative assessment techniques
Students will demonstrate understanding through the implementation of research-based strategies as documented on their annual teacher evaluation

Resources and materials:

Access to device to run a Keynote presentation, instructor created materials, office supplies (pencils, markers, paper, sticky notes, etc.), ipads if possible

Face to Face: In class hours required: 10 – 15
Out of class hours required: none by participant, preparation hours by instructor

Face to Face: Suggested scheduling format: Two consecutive days from 9 – 3:30 with an hour break for lunch

Instructor(s): Apyre Heintzelman

Superintendent Approval (signature):

Act 48 Approval Date:
Central Columbia Academy
Professional Education Course Proposal

Course Title: iPad Basics: From Collaboration to Innovation

Course Description (attach a course outline and clearly identified objectives)

Format: 
Face to Face____X____ Online________

Describe how this course matches the district’s needs as defined in the Comprehensive Plan and/or the Act 48 Plan:

This course will help enable teachers to master a variety of instructional strategies, specific to the use of an iPad to drive student learning and achievement. The focus will be on guiding teachers into using iPads to elevate their existing content knowledge and advance lessons up through the SAMR model.

Describe the performance standards for successful course completion, assignments with the extra required time, and assessment methods used in this course:

Goal #1: Collaboration – What resources are available to share files, display content, and publish projects?

Goal #2: Application Combination – How do you blend and utilize multiple apps to enhance student work?

Goal #3: Redefinition – What projects can we do, that we have never had the ability to do before, and how do I utilize the students as experts in my class?

Resources and materials:

All participants will need an iPad. Teacher Macbooks will be very beneficial as well. For my instruction, internet access and a room with open work tables and a large screen for display will also be needed as well.

Face to Face: In class hours required:_____6____ Out of class hours required:_____6____

Face to Face: Suggested scheduling format: 8:00-12:00 Break 1:00-3:00

Instructor(s): __Ken Williams__________________________

Superintendent Approval (signature): ____________

Act 48 Approval Date: ____________________________
Central Columbia Academy
Course Completion Form

The following students have completed ____ hours of instruction in the course
________________________________________ through the Central Columbia
Academy.

Instructor(s) signature: _______________________________ DATE: ______

Curriculum Coordinator: ______________________________

Superintendent: ____________________________________
Central Columbia Academy
Professional Education Course Proposal

Course Title: **1-Day Safe Crisis Management Re-Certification Class**

Course Description (attach a course outline and clearly identified objectives)

Format:
Face to Face____x_____
Online________________

Describe how this course matches the district's needs as defined in the Comprehensive Plan and/or the Act 48 Plan:

*The single day Safe Crisis Management Refresher program is an opportunity to review the prevention and intervention technology learned in the initial training experience. Particular attention is paid to correcting errors in the physical intervention system. The program also provides an opportunity to obtain resolution for existing behavior problems. Anyone who has been certified in Safe Crisis Management must take the refresher program to keep their certification.*

Describe the performance standards for successful course completion, assignments with the extra required time, and assessment methods used in this course:

*Participants must pass a test on the physical intervention and the non physical techniques that were reviewed during the class to renew their certification.*

Resources and materials

*A workbook will be issued to each participant as well as outside reading sources.*

Face to Face: In class hours required: ___7___ Out of class hours required: 0

Face to Face: Suggested scheduling format: Course will be offered June 17th & 18th, 2015

Instructor(s): Brett Sarnoski and Nick Karnes

Superintendent Approval (signature): 

Act 48 Approval Date: ____________________
SCM 1 Day Re-Certification Agenda

8:00 am – 9:00 am - Introductions
    SCM Philosophy
    Organization/School Policy Review
    Understanding the Reasons for Training
        Safety
        Reality of Individual
        Liability Protection
        Professionalism
    Promoting Positive Growth & Behavior
        Positive Beliefs
        Primary Strategies

9:00 am – 9:30 am- Understanding Students
    Development
    Environmental Factors
    Diagnoses/Education Eligibility
    Psychotropic Medication & Side Effects
    Variables Influencing a Student's Ability to Cope
    Group Interactions
    Initial Behavior Support Plan

9:30 am – 10:30 am - Implementing Emergency Safety Interventions
    Medical Endorsements, Least Restrictive Alternative,
    Physical Principles, Emergency Safety Interventions,
    Monitoring, Recording and Time Limit Guidelines
    Stance
    Evasion/deflection – pivot & parry
    Standing assists
    Assists to seated/kneeling positions
    Seated/kneeling assists

10:30 am – 10:40 am - Break

10:40 am – 11:10 am - Implementing Emergency Safety Interventions (cont.)

11:10 am – 11:30 am - Identifying & Understanding Behaviors of Concern
    Behavior Characteristics
    Behavior Categories
    Responding to Behaviors of Concern Considerations
    Managing Self
    Secondary Strategies

11:30 am – 12:30 pm - Lunch
12:30 pm – 12:50 pm - Identifying & Understanding Behaviors of Concern (cont)
   Responding to Behaviors of Concern (cont)
12:50 pm – 1:20 pm - Conducting Function-Based Behavior Support Planning
   Determine the Function
   Desired Behavior & Replacement Behaviors
   Behavior Support Planning
   Implement, Monitor, Evaluate & Revise
   Completing, Reviewing & Evaluating the Incident
   Medical Assessment
   Mental Health Assessment
   Debriefing
   Documentation
   Incident Review

1:20 pm – 1:50 pm - Implementing Emergency Safety Interventions
   Escapes
   Practice & Review of All Assists
   Emergency Safety Physical Intervention Physical Skills
   Testing Out

1:50 pm – 2:00 pm - Break

2:00 pm – 3:00 pm - Practice & Review of All Assists
   Emergency Safety Physical Intervention Physical Skills
   Testing Out

3:00 pm – 3:30 pm - Overall review of theory
   Written Test
   Review of Testing Process

3:30 pm – 4:00 pm - Course Wrap-Up
   Summarization
   Personal Assessment Sheet
   Presentation of Certificates
   Course Evaluation Forms
Central Columbia Academy
Professional Education Course Proposal

Course Title: _2-Day Initial Safe Crisis Management Training Program_

Course Description (attach a course outline and clearly identified objectives)
Format:
Face to Face__x____ Online____________

Describe how this course matches the district's needs as defined in the Comprehensive Plan and/or the Act 48 Plan:
The _two-day Safe Crisis Management Training program is a comprehensive learning experience_. The program includes prevention, non-physical intervention and physical intervention techniques. The intention of this program is to equip our teachers, and support staff with an understanding of aggressive and disruptive behavior incidents, using a variety of tools by which such behavior can be defused and safely managed. The program is based on a "Least Restrictive Alternative" approach that is directed at student and staff safety. _The program includes pre-incident assessment, prevention techniques, non-verbal and verbal de-escalation, safe physical holding and after incident resolution. Participants should be prepared for an intensive experience._

Describe the performance standards for successful course completion, assignments with the extra required time, and assessment methods used in this course:
_To complete the 2-Day Safe Crisis Management Training Program the participants must successfully pass a comprehensive test on the physical intervention and the non physical intervention techniques that were covered during the class._

Resources and materials: _A workbook will be issued to each participant as well some outside reading sources._

Face to Face: In class hours required: 14 Out of class hours required: 0

Face to Face: Suggested scheduling format: The two day class will be offered June 15th & 16th, 2015

Instructor(s): _Brett Sarnoski and Nick Karnes_  

Superintendent Approval (signature): __________________________

Act 48 Approval Date: __________________________
Day 1 SCM Initial Training Agenda

8:00 am – 9:10 am - Introduction SCM Philosophy School Policy Review
Understanding the Reasons for Training Safety
Reality of Student Liability Protection Professionalism
Promoting Positive Growth & Behavior
Positive Beliefs
Primary Strategies

9:10 am – 9:50 am - Understanding Students
   Development
   Environmental Factors
   Diagnoses/Education Eligibility
   Psychotropic Medication & Side Effects
   Variables Influencing a Student’s Ability to Cope
   Group Interactions

9:50 am – 10:00 am - Break

10:00 am – 11:00 am - Identifying & Understanding Behaviors of Concern
   Behavior Categories
   Behavior Characteristics
   Responding to Behaviors of Concern
   Considerations
   Managing Self
   Secondary Strategies

11:00 am – 11:30 am - Implementing Emergency Safety Interventions
   Medical Endorsements
   Least Restrictive Alternative
   Physical Principles
   Emergency Safety Interventions
   Monitoring, Recording and Time Limit Guidelines

11:30 am – 12:30 pm - Lunch

12:30 pm - 1:30 pm - Implementing Emergency Safety Interventions
   Single-person Standing Assists
   Multiple-person Standing Assists
   Assists to Seated/Kneeling Positions

1:30-1:45 - Break
1:45 pm – 3:30 pm - Implementing Emergency Safety Interventions
   Single-person Seated/Kneeling Assists
   Multiple-person Seated/Kneeling Assists
   Practice & Review All Assists

3:30 pm - 4:00 pm - Review and Adjourn
Day 2 SCM Initial Training Agenda

8:30 am – 10:30 am - Implementing Emergency Safety Interventions
          Escapes
          Practice & Review All

10:30 am – 10:40 am - Break

10:40 am – 11:30 am - Identifying & Understanding Behaviors of Concern (cont)
          Responding to Behaviors of Concern (cont)

11:30 am – 12:30 pm - Lunch

12:30 pm – 1:00 pm - Conducting Function-Based Behavior Support Planning
          Determine the Function
          Desired Behavior & Replacement Behaviors
          Behavior Support Planning
          Implement, Monitor, Evaluate & Revise

1:00 pm – 1:30 pm - Completing, Reviewing & Evaluating the Incident
          Medical Assessment
          Mental Health Assessment
          Debriefing
          Documentation
          Incident Review

1:30 pm – 1:40 pm - Break

1:40 pm – 2:40 pm - Emergency Safety Physical Intervention Physical Skill Testing Out

2:40 pm – 3:40 pm - Overall Review of Theory
          Written Test
          Review of Testing Process

3:40 pm – 4:00 pm - Course Wrap-Up
          Summarization
          Personal Assessment Sheet
          Presentation of Certificates
          Course Evaluation Forms