

Port Angeles School District
216 East Fourth Street, Port Angeles, WA 98362-3023, 360.457.8575

**Minutes Elementary Transition Team
Wednesday, December 6, 2006**

Attendees:

Mary Morgan, Nolan Duce, Theresa Rothweiler, LeAnn Johnson, Kate Wenzl, Doug Hayman, Ron Jones, Julie Smith, Holly Juskevich, Jeanne Wolfley, Kathy Millar, Gunnar Thomason, Theresa Schmid, Vicki Helwick, Kat Dadd, Sarah Jensen, Leah Bauman, Darren Mills, Stephanie Gochnour, Nancy Pack, Barry Burnett, Mary Hebert

Meeting Opening:

Mrs. Hebert welcomed the members and informed them that Option X, submitted by an Elementary Transition Team member during a recent school board meeting, will not be discussed in this meeting. There is another group who has been charged with reviewing and working on Option X. She reminded the members that the school board has made their final determination on the school closure. Please see the *School Closure Report 2*, dated 11/20/06 handout that has been put on our website: (www.portangelesschools.org) and has also been handed out at this meeting.

The members will be discussing the length of the day, planning time, schedules, and collaborative time. The first discussion, led by Sarah Jensen, sixth grade staff member from Stevens Middle School, will be on the sixth grade teaming concept.

Sixth Grade Teaming:

According to Ms. Jensen, there are two kinds of teaming. The first teaming concept is when staff within a grade level meet to exchange ideas and offer support to each other, but each teach his/her own, separate classroom. The second teaming concept occurs when one teacher teaches several different subjects during the day.

On the second page of her handout entitled *Overview*, Ms. Jensen had prepared several scenarios: one for a two unit school and another for a three unit school. The members reviewed her sample schedule. She emphasized that, based on their discussions, the sixth grade teachers do not want to use the teaming approach just during the planning part of their day, but instead, use the teaming approach all during the day.

Ms. Jensen then listed the benefits of teaming, including, but not limited to, strengthened relationships with students and staff, and less planning, more energy and flexibility for teachers. Another benefit is financial – no money will be needed to train staff for areas in which they do not teach.

One member asked how the physical education and music schedule would fit into the presented schedule and was informed that the schedule can be ‘tweaked’ when a music or physical education teacher is not teaching.

More discussion and examples followed. One member asked if the Elementary Transition Team would be making the decision on teaming and was informed that, ultimately, the decision of whether or not there is sixth grade teaming would be decided by the principal and teachers at each school.

Since there were no more comments or questions, Mrs. Hebert thanked Ms. Jensen for her thoughtful and informative presentation. Mrs. Hebert stated that based on the information, it seems reasonable that the principals will make teaming a reality and work out a solution for their particular school based on teaching staff as well as resources available.

Placement Questions:

Members expressed their concern about the transition process and the staffing decision to be made for the 2007-08 school year. Mrs. Hebert explained that that placement decision will be based on several factors, including the seniority list, but also through a process whereby both the teachers' and the schools' dynamics will be taken into consideration and be honored. The final placement determinations will be made in March 2007.

Elementary Planning Schedule:

Mrs. Hebert and the members then reviewed the two handouts she created showing the school-wide schedule for 2007-08 school year: Franklin/Jefferson/Hamilton Elementary Schedules and the Dry Creek/Roosevelt/Fairview Elementary Schedules. At a 3 unit school, physical education, music and library classes are scheduled to be taught at the same time. Those teachers will have a common planning time. At a 2 unit school where music and physical education classes are taught 'back to back,' there would be an hour and twenty minutes 'block' of planning time. There would be a common planning time once a week, even though music and physical education are taught twice a week.

The teachers at a 2 unit school where the school day ends at 2:05pm, have a planning time from 2:10 through 3:00p.m. Teachers at Dry Creek, (Roosevelt, Fairview) have more planning time because of their earlier dismissal time.

Mrs. Hebert stated that it is important that the specialists have a fairly equitable schedule.

Discussion of Physical Education Schedule:

Ms. Gochnour, physical education staff member from Franklin Elementary School, then reviewed the handout prepared by Ms. Winn regarding the current physical education teachers' 2006-07 schedule and the physical education schedule under Option D for the 2007-08 school year. The physical education teachers have discussed their schedules and suggested that there be one physical education teacher assigned to each elementary school for the 2007-08 school year. This would eliminate the teachers traveling from school to school. (Of course, the physical education schedule will differ, depending on if the teachers are teaching at a 2 unit school or a 3 unit school.)

Mrs. Hebert informed the members that the physical education and music schedules will be based on state funding, and that the state funding is based on class size. The levy that will come

up for a vote on February 6, 2007 will be a large factor in the ability to maintain/provide our school district's programs. She then explained some of the variables and the different layers that will affect the physical education and music schedules.

PAEA (Teachers' Union) Goals for Schedule Implementation:

Mrs. Hebert then asked Mr. Burnett, PAEA President to inform the members about the goals of the teachers' union for implementing viable schedules for the 2007-08 school year.

Mr. Burnett stated that some of the challenges being faced are the equity factor, starting and ending times at the different schools, quality services to all students, and solutions that would alleviate, rather than add to, disruptions to programs.

Mr. Burnett and Mrs. Hebert have prepared and sent a survey to staff. The survey will provide all staff the opportunity to consider positions and request changes in assignments for the 2007-08 school year transitions. The completed surveys are due back on December 15th.

Meeting Minutes of 11/7/06:

There is one correction to the November 7, 2006 meeting minutes. On page 4, under *Option D Feasibility*, for Dry Creek, the last line should read: If there is no all-day kindergarten, that would leave Dry Creek with 3 classrooms with the portable *included*.

Meeting Adjourned:

The meeting was adjourned at 7:45p.m.

Next Meeting:

The next Elementary Transition Team meeting will be held on Wednesday, January 10, 2007 from 6:00-8:00p.m. at Central Services Building, 216 East Fourth Street, Port Angeles.