

**Arcanum-Butler Local School District**  
**REGULAR**  
**BOARD OF EDUCATION MEETING UPDATE**  
**September 13, 2021**

Absent – Trask, Norris

**APPROVED:**

- Minutes from the records retention commission meeting held August 12, 2021, the regular board meeting held August 12, 2021, and the agenda for the September 13, 2021, meeting. (vote – all yeas)
- Financial report, as presented by the Treasurer. (vote – all yeas)
- Permanent appropriations for FY22, as presented by the Treasurer. (vote – all yeas)
- Expenditure of \$8662 to Heeter Plumbing LLC for a new water heater. (vote – all yeas)
- One year classified contract for Susanna Knaus. (vote – all yeas)
- Usage agreement with Arcanum Youth Basketball for the 2021-2022 school year. (vote – all yeas)
- Subs: Kacie Langley – Classified Sub; Sarah Kuskie – Nursing Sub. (vote – all yeas)
- Compensation at \$35/hr for staffing the Kindergarten Readiness Camp: Allyson Binkley, Sharon Barga, Beth Beisner, Kelly Atkins, Britny Bolinger, Amanda Herzog, and Beth Piel. (vote – all yeas)
- The Arcanum Athletic Boosters to start the Trojan Spirit Fest on Sunday, October 10, 2021, at 11:00 a.m. (vote – all yeas)

**SUPERINTENDENT'S REPORT**

- Vision, Continuous Improvement and Focus of District Work
  - ♦ The District Leadership Team will meet on September 15 to review teacher assessments for use with quality student data in the evaluation process. The DLT will meet on September 29 to make final plans for the October PD day.
  - ♦ COVID Update
    - Number of cases and quarantines – 15 students and 3 staff reported as of September 10.
    - Discussion on mitigation efforts – air quality control, distancing, quarantining, masking, etc.
- Communication and Collaboration
  - ♦ Edison State – Mr. Huffman created an invoice for \$147,750. Edison State will take this in front of their board for review and release. We are in the final steps of receiving the funds finally!
  - ♦ DC Trips – We have current 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> scheduled to go with 9<sup>th</sup>/10<sup>th</sup> going between winter and spring sports seasons and 8<sup>th</sup> going later in May as typically scheduled. Are you hearing any issues or concerns?
- Policies and Governance
  - ♦ There are several draft policies to review for the month: ACAA Sexual Harassment; ACAA-R Sexual Harassment Grievance Process; AFC-2 (Also GCN-2) Evaluation of Professional Staff (Administrators Both Professional and Support); BD School Board Meetings; DJF-R Purchasing Procedures; EEA Student Transportation Services; EEAD Non-Routine Use of School Buses; GBK Smoking on District Property by Staff Members; GBL Personnel Records; GBP Drug-Free Workplace; GBQ Criminal Records Check; GCC Professional Staff Recruiting; GCD Professional Staff Hiring; GCN-2 (Also AFC-2) Evaluation of Professional Staff (Administrators Both Professional and Support); GDC/GDCA/GDD Support Staff Recruiting/Posting of Vacancies/Hiring; IGAE Health Education; IGAG Drugs, Alcohol and Tobacco Education; IGAEH/IGAI Family Life Education/Sex Education; IGBE Remedial Instruction (Intervention Services); IGBEA Reading Skills Assessments and Intervention (Third Grade Reading Guarantee); IGBEA-R Reading Skills Assessment and Intervention (Third Grade Reading Guarantee); IGCH-R (Also LEC-R) College Credit Plus; IICC School Volunteers; IKF Copy of Graduation Requirements; IL-R Testing Programs; JEC School Admission; JHCB Immunizations; JHCC Communicable Diseases; JP Positive Behavioral Interventions and

Supports (Restraint and Seclusion); KGC Smoking on District Property; LEC-R (also IGCH-R) College Credit Plus.

- Instruction
  - ◆ Enrollment Update as of September 2 – 1068 (1066 last year; +118 open enrollment; 79 preschool students).
  - ◆ We held a districtwide to observe the 20 year anniversary of the attack on 9/11. The event included a few words from me about the event, a moment of silence, taps, and the National Anthem.
- Resources
  - ◆ Bridge – Mote & Associates will be out in the coming days/weeks to evaluate the bridge. We can use the evaluation to prioritize the need for replacement.

## **PRINCIPAL'S REPORTS:**

- **Elementary**
  - Continuous Improvement and Vision
    - ◆ Teachers reviewed the elementary CIP and are beginning to plan lessons and activities geared towards these goals.
    - ◆ All grade levels are completing the STAR assessment to obtain a baseline level for students, which will be used to develop individual intervention plans for students.
    - ◆ The elementary staff is doing a review of the Energy Bus book along with students focusing on the Energy Bus for kids as our theme for the school year.
  - Instruction
    - ◆ The first kindergarten readiness camp was a huge success. Over 60 students were in attendance. The students toured the building, completed state assessments, and became acquainted with simple classroom routines. Thank you to Sharon Barga, Ally Binkley, Beth Beisner, Kelly Atkins, Britny Bolinger, Amanda Herzog, and Beth Piel for helping make this camp a success.
    - ◆ Thank you to Erin Fout and the AELC staff for a successful start to the school year. We have 80 students enrolled in preschool this year.
    - ◆ Thank you to Ashley Matheson and Kelly Harrison who are beginning to plan our annual Start With Hello Week. Students will learn and participate in activities to promote kindness and build empathy in the classroom.
    - ◆ Current enrollment: K-81; 1<sup>st</sup>-91; 2<sup>nd</sup>-78; 3<sup>rd</sup>-74; and 4<sup>th</sup>-75.
  - School Operations, Resources, and Learning Environment
    - ◆ Friday, September 3, was our annual Trojan Way Day. Students rotated through different stations to review expectations for proper hallway, handwashing/restroom, cafeteria, playground safety, and pick up procedures. Thank you to Terri Greve, Ashley Matheson, Dawn Shepherd, Ann Glasscoe, Kelly Guillozet, Beth Piel, and Amanda Herzog for helping lead the stations.
    - ◆ We completed our required bus evacuation drills last week. Students helped each other evacuate out the back and the front of the bus while the staff supervised.
    - ◆ Students will participate in the first fire drill of the year on September 10.
    - ◆ Thank you to Robin Oda and Diane Denlinger for demonstrating to the students how to enter and exit the bus safely and reviewing bus expectations.
  - Collaboration, Parents, and Community Engagement
    - ◆ Many new families to the district attended the new student orientation on August 24. Families learned about the daily routines and procedures at Arcanum Elementary.
    - ◆ Many families attended our annual Open House on August 30. Students were able to meet their teachers and classmates.
    - ◆ The youth football team and cheerleaders participated in youth night on August 20.
- **Middle School**
  - Student Achievement, Accomplishments, and News
    - ◆ Thank you to the middle school staff for a great start to the school year. We had very few first week issues and our new 5<sup>th</sup> graders did a great job transitioning into middle school. So far, staff has reported that students are doing very well adjusting to their new grade levels and have been working hard in the classrooms.

- ◆ Friday, September 3, saw the initial 2021-2022 First Friday Spirit Friday. Students were encouraged to show their Trojan Pride by wearing orange and black. I am excited to say that we had 74% of our students showing their Trojan Pride by participating. Our 5<sup>th</sup> grade won week 1 with an 89% participation rate!
- ◆ Kona Ice came to the middle school during lunch on Friday, September 3. The Kona Ice partnership has become a large component of our PBIS program. Each month, Kona Ice helps us recognize one student in each grade level who displays a positive attitude and gives great effort in the classroom. During our initial visit, we recognized and thanked all students for a great start to the school year.
- ◆ Fall sports are underway and the JH teams are off to a great start. Below are the participation numbers for this fall's teams.
  - JH Cheer – 13 (7<sup>th</sup> gr – 6; 8<sup>th</sup> gr – 7)
  - JH XC – 15, 10 boys and 5 girls (7<sup>th</sup> gr – 5; 8<sup>th</sup> gr – 10)
  - Volleyball – 7<sup>th</sup> gr – 12; 8<sup>th</sup> gr – 12
  - JH Football - 31

#### ➤ Instruction

- ◆ The 2021-2022 STAR window opened on August 31 and will close on September 30. The purpose of STAR testing is to provide staff, students, and parents with valuable data that will enable all parties to develop a plan for student success and monitor student growth throughout the school year.
- ◆ Our 5<sup>th</sup> grade team will be using initial classroom observations and assessments to provide interventions that will take place each day in the middle school. This time will be important to ensure that our staff can provide instructional support to individual students and to work on learning gaps that have been identified.
- ◆ Once again, all 6<sup>th</sup> grade students were enrolled in a Boost Math and Boost ELA class. These classes will allow students to receive additional support in each content area as well as enrichment lessons when needed. Mr. Lecklider and Mrs. Miller are leading each of these courses.
- ◆ The Middle School Mentor Program will enter its 3<sup>rd</sup> year and will be focusing on various character education lessons each Monday. Students in grades 6-8 will be using a series of online lessons developed by Jostens called *The Harbor*. Each lesson focuses on a different character trait that connects to a core value of the Arcanum-Butler School District. 5<sup>th</sup> grade lessons will be led by Mrs. Matheson who will be using “Second Step”, a research based social/emotional curriculum that reaches the student holistically. This curriculum teaches compassion to our students in and out of the classroom as well as a common language that students and teachers can use alike. Topics that are covered during the 22 weeks include, but are not limited to, the following: *Empathy and Respect, Listening with Attention, Being Assertive, and Emotion Management*.
- ◆ Currently, we have 29 7<sup>th</sup> and 8<sup>th</sup> grade students enrolled in our Advanced Health & PE course. This class is taught by Mr. Hein and will begin to integrate several components of the HS Athletic Performance class which utilizes our Enhance U program.

#### ➤ School Operations, Resources, and Learning Environment

- ◆ A big thanks to David Baker and Diane Howard for their effort in getting Chromebooks to all of our students with very few issues. The Chromebooks will be with our students each day and will provide staff with a tool to enhance their lesson development and delivery.
- ◆ The MS installed four new interactive boards which will greatly enhance the teaching capabilities of our staff. We are excited about the installation of boards in the rooms of Mrs. Holman (7/8 math), Mrs. Painting (5<sup>th</sup> ELA), Mrs. Bowser (7<sup>th</sup> science), and Mrs. Miller (6<sup>th</sup> ELA). Thank you to Mr. Baker for training each of our staff members in how to use to boards.
- ◆ Up to date enrollment numbers: 5<sup>th</sup> – 81; 6<sup>th</sup> – 69; 7<sup>th</sup> – 83; 8<sup>th</sup> – 88; AVA - 9

#### ➤ Collaboration

- ◆ Middle School staff met in the afternoon of Friday, August 27, to review important information regarding the start of the school year. Staff reviewed items such as our

Continuous Improvement Plan, State Testing information, the Middle School PBIS program, OTES 2.0, and much more.

- ◆ Grade level meetings were held on Monday, August 30, in order to ensure that all staff members at each grade level are on the same page to kick off the new school year. Staff discussed items such as high-quality student data, goals, parent communication plans, assessment ideas, and how best to support individual students during the school year.
- ◆ Our Special Education Department (Mrs. Tegtmeier, Mrs. Garbig, and Mrs. Seger) met with each grade level prior to the first day of school and reviewed the details of our IEP students. These three educators are great communicators and have a kid-first mentality which is what makes them such a phenomenal team and great to work with.

➤ Parents and Community Engagement

- ◆ We would like to recognize and thank Jill Etherington, Faith Bennett, and Amanda Denlinger for volunteering their time to help incoming 5<sup>th</sup> graders with their lockers on the first two days of school. The extra help was essential to providing a smooth and efficient beginning to the school year for our 5<sup>th</sup> grade students.
- ◆ Each grade level was challenged to develop and implement a parent communication plan (outside of Schoology and student agendas) in order to provide increased classroom transparency and to develop a stronger partnership with parents in order to foster student development.
- ◆ Thanks to all the parents, students, and staff who attended 5<sup>th</sup> grade and New Student Orientation during Open House night. The gym was packed with visitors, and parents and students were informed of some of the new features students will experience as they enter Arcanum-Butler MS. A big thank you to Mrs. Pitzer, Mrs. Painting, Mr. Kramer, Mrs. Dickman, and Mrs. Tegtmeier who attended the orientation.
- ◆ A special thank you to the following companies for partnering with Arcanum-Butler Middle School and supporting our PBIS program: Garbig & Schmidt, Greenville National Bank, Jafe Decorating, RJ Warner Insurance, and Hot Head Burrito in Greenville. Their contributions will go a long way in helping support our PBIS program and provide incentives to students who go above and beyond in the school and community.

• **High School**

➤ Principals help create a shared vision and clear goals for their schools and ensure continuous progress toward achieving the goals.

- ◆ During the first staff meeting of the year, I provided the teachers with a vision of the goals of our high school staff for the 2021-2022 school year. I reiterated our foundational beliefs of accountability, honor, and service that should be demonstrated to our students daily. This ties directly into our PBIS program that is being implemented in our middle and high school.
- ◆ One of the primary goals for the high school this year is to continue to implement the college and career readiness plan for our students. We will continue to develop job shadow opportunities, college visits, ACT testing improvement opportunities, and implementing a full pre-apprenticeship program for specific career fields.
- ◆ During the first week of school, I will meet with our student body and staff to reiterate the expectations and goals for our high school.

➤ Principals support the implementation of high-quality standards based instruction that results in higher levels of achievement for all students.

- ◆ During our 90 minutes of meeting time per month, we will dedicate one meeting to staff meetings and small group meetings. The second meeting will be professional development and grade level meetings.
- ◆ During our opening day we were provided a great message by Judson Laipply. Thank you to Mr. Stephens for organizing such a great speaker.

➤ Principals allocate resources and manage school operations in order to ensure a safe and productive learning environment.

- ◆ As a high school staff, we will be focusing on promoting the values of accountability, honor, and service to our students throughout the school year. The staff will be promoting these activities in a variety of ways throughout the school year. One example

is in the selection of our Students of the Month. The students will be selected based on how they have demonstrated these values.

- ◆ Our teachers have received their emergency plan manuals. Teachers will be provided information regarding updates throughout the year.
- ◆ Our Positive Behaviors, Interventions, and Supports (PBIS) team will continue to meet throughout the year to continue to build a positive culture in our building. Each month they will provide activities that promote a positive school environment.
- Principals establish and sustain collaborative learning and shared leadership to promote learning and achievement of all students.
  - ◆ This year students will be competing in a yearlong activity known as “Clash of the Classes.” This activity will promote academics, involvement, behavior, and school spirit. At the end of the year, the winning class will receive a special lunch.
  - ◆ Previous to the start of school, Mr. Stanley, Mrs. Seger, and Mr. Gray, teachers of students who are on Individual Education Plans (special education students), educational aides, and I met to review the accommodations and modifications needed for the students in our high school.
- Principals engage parents and community members in the educational process and create an environment where community resources support student learning, achievement and well-being.
  - ◆ Arcanum High School utilizes our twitter account @ArcanumHS, our Instagram account @arcanumhs\_trojans, and our Facebook account Arcanum Butler Local Schools to provide up to the minute information to our followers.
  - ◆ Special congratulations to Laney Fourman, Madelyn Fearon, and Luke Brinksneider who finished in the top three at the Showman of Showman competition at the Great Darke County Fair!

Adjourned at 7:44 p.m.