

**Beaver Dam Unified School District  
Board of Education Minutes**

**Planning Committee Meeting**

**September 15, 2014**

A meeting of the Planning Committee of the Beaver Dam Unified School District Board of Education was held on the above date at the Educational Service Center at 6:30 p.m. Board members present: Bev Beal-Loeck, Marge Jorgensen, John Kraus, Jr., Laura Lerwick, Chad Prieve, Gary Spielman, and Joanne Tyjeski. Administration present: Bob Avery, Director of Business Services, Mark DiStefano (arrived at 7:30 p.m.), High School Principal, Sandra Garbowicz, Director of Teaching and Learning, and Steve Vessey, Superintendent.

Ms. Garbowicz reported on Bring Your Own Curriculum (BYOC). She explained that curriculum is written using the Understanding By Design format and housed electronically in BYOC. This includes Essential Questions that drive the instruction and lessons aligned to the standards. Progress is being made in most areas. It is meticulous but very important work. It is a peer-reviewed process as well. Now that units are being completed, staff are seeing the benefits of this work.

The Committee reviewed the Board's communication plan, including what is being done, its effectiveness, and if anything needs to change. The avenues of communication are there such as Coffee Chats, but the interest is not always very high. Mr. Vessey visits most service clubs and members of the administrative team serve on most of these clubs. They discussed ideas to increase visibility and accessibility including, having an event at the senior center and advertising the chats in school newsletters and the newspaper and on Mr. Vessey's radio show. The first Coffee Chat for this year, will be Thursday, 10/2 at 7:30 a.m. at Edith's Café. The Coffee Chats are on the first Thursday of each month.

Mr. Vessey summarized the actions taken from the 2012 Feasibility Study. Many items were completed, except the High School kitchen/cafeteria renovation, which was not addressed coming out of the study. There was discussion as to what to look at next. The KPO is focused on the High School, so unless it is reopened, the focus should stay on the issues at the High School. They discussed the scope of what to look at next. Mr. Buchholz, Coordinator of Buildings and Grounds, will provide an update on the High School items listed in the summary of the report at the October committee meeting and define the scope before issuing a request for proposal for architectural services.

The next Planning Committee meeting is scheduled for October 20<sup>th</sup>.

Minutes submitted by John Kraus, Jr., Committee Chair.