

# Curriculum and Assessment Committee

MINUTES

NOVEMBER 13, 2018

4:00 PM

SAU BOARD ROOM

<b>TYPE OF MEETING</b>	Curriculum and Assessment Committee Monthly Meeting
<b>FACILITATOR</b>	Susan Sherman, Christi Michaud
<b>ATTENDEES</b>	Sandy Allaire, Meagan Koelker, Christi Michaud, Mark Pedersen, Susan Sherman Nancy Barcelos, Sarah Machemer, Lois Paul, Ken Henderson, Lucy Canotas, Melissa MacDonald
<b>AGENDA</b>	<ul style="list-style-type: none"> <li>• Welcome and Call to Order</li> <li>• Approval of minutes from 10/2/18</li> <li>• Block Scheduling Updates (Scott and Maegan)</li> <li>• 2018 AP results (Mark and Christi)</li> <li>• Program of Studies (Mark)</li> <li>• HS Credit Policy Review (Sandy and Christi)</li> <li>• Strategic Plan – Monitoring</li> <li>• Comprehension of Informational Text – Resource/Planning (Christi and Sandy)</li> </ul> <p>Future Items:</p> <ul style="list-style-type: none"> <li>• NHSAS and SAT 2018 Results</li> <li>• Blizzard Bag Survey Results</li> <li>• Assessment Calendar (Standardized and Local Measures)</li> </ul>

Agenda topics

## APPROVAL OF MINUTES

<b>DISCUSSION</b>	October Minutes unavailable. Minutes from October and November will be voted on at December meeting		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Minutes for October and November submitted ASAP	Nancy Barcelos, Scott Strainge	ASAP	

## BLOCK SCHEDULE UPDATES

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>* Scott reported out on data around attendance, discipline, grade distribution for Quarter 1</li> <li>* Request for information that connects data and class room</li> <li>* Meagan reported on anecdotal information and will bring Trimester data in December with Grade Data in January.</li> <li>* Possibility of other data points as we move along (walkthroughs, etc.)</li> </ul>
<b>CONCLUSIONS</b>	Reports will continue monthly.

Focus on data that reflects the transition to a block schedule		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Scott and Meagan will continue to report throughout the year	Meagan Koelker and Scott Strainge	Monthly

## 2018 AP RESULTS

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>* Christi presented a PowerPoint on the Spring 2018 AP results</li> <li>* Covered background information about our AP program</li> <li>* Mark covered 5 year trend of TRHS AP Data</li> <li>* Mark covered comparative scores for TRHS v State &amp; Global</li> <li>* Discussion ensued among the group about the data points/information</li> <li>* Mark discussed continual practices of AP teachers/program</li> <li>* Mark discussed the new AP PLC Committee</li> <li>* Sue inquired how AP teachers are selected</li> <li>* check with Cathy Belcher to see where the AP Presentation best fits in the upcoming Board Agenda</li> </ul>	
<b>CONCLUSIONS</b>	This will be a presentation that eventually goes to the Board. It will first need to go to SLT	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Discuss with Cathy Belcher where this best fits on a Board Agenda	Susan Sherman	ASAP
Set up time to present to SLT	Mark Pedersen	ASAP

## PROGRAM OF STUDIES

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>* Mark presented the proposed Program of Studies for Committee Read</li> <li>* Mark covered the changes to the document from last year' sediton</li> <li>* Sue covered the path of the document from here final read by the Board at the last meeting in December</li> </ul>	
<b>CONCLUSIONS</b>	* Sue entertained a motion to accept Sarah Machamer made the motion Meagan Koelker second UNANIMOUS VOTE 12-0 to accept.	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Sue will coordinate with Cathy Belcher on dates for SLT and Board	Susan Sherman	ASAP

**HIGH SCHOOL CREDIT  
POLICY REVIEW**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>* Sandy introduced a draft policy (IMBD)</li> <li>* Sandy discussed the path of this draft over the last month</li> <li>* Sandy discussed what is already in place for advanced courses that may fit into this realm</li> <li>* Sandy discussed the proposed procedures (IMBD -R)</li> <li>* Sarah had questions about grandfathering.</li> <li>* Waiting to hear back from the DOE regarding whether or not teachers must be credentialed as a HS Teacher. There was some discussion around this.</li> <li>* Discussion ensued around #7&amp;8 on the procedures</li> </ul>	
<b>CONCLUSIONS</b>	Sandy will take the suggestions of the committee and produce a draft that will come back to the committee and then move to Policy Committee	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Sandy Allaire will produce a final draft to come back to the committee before going to the Policy Committee	Sandy Allaire	ASAP

**STRATEGIC PLAN -  
MONITORING**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>* Sue updated the group as to the Strategic Plan and the Curriculum element</li> <li>* Christi and Sandy will co-chair this subcommittee</li> <li>* Sue suggested that the C&amp;A would be an appropriate group to do the monitoring. Christi asked if the committee would agree to this and allow the district curriculum committees to look to assign the "Who Will Do What" aspect of the plan. The work of the other committees would come back to C&amp;A to report out the work of said committees.</li> </ul>	
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<b>CONCLUSIONS</b>	* Sue asked for a list of the committees that will be doing the work and reporting back to the C&A committee	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Christi will compile a list of committees that will be tasked with doing the work and reporting back to the C&A Committee	Christi Michaud	ASAP

**COMPREHENSION OF INFORMATIONAL TEXT - RESOURCE/PLANNING**

<b>DISCUSSION</b>	* Sandy spoke about her work with Christi and their work with the Principals group around the topic of Comprehension of Informational Text and possible tools to support teacher's work in this area. * Achieve 3000 is out there but what other options are available? * Report of other possible tools will be made in February * Christi reported that we are in the 3rd year of the Achieve 3000 contract and this was a good time to evaluate the tool and other possibilities	
<b>CONCLUSIONS</b>	Sandy and Christi will keep the committee updated as these discussions continue.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OTHER**

\* Christi went over the Future Items and what they would contain

Next meeting – December 4, 2018