

Timberlane Regional School District Minutes

Curriculum & Assessment

MARCH 3, 2021 4 PM

TYPE OF MEETING	Curriculum & Assessment Committee
FACILITATOR	Sandy Allaire, Sarah Machemer
ATTENDEES	S. Machemer, S. Allaire, J. Silva, M. Pedersen, L. Canotas, S. Strange, K. Henderson (joined at 4:31), M. Corcoran, P. Liff, M. Koelker, B. Cochrane, R. Marino,
AGENDA	Previously disseminated and posted on line

Meeting called to order by Sandy and Sarah at 4PM.

Notetaker: Sandy Allaire

APPROVAL OF MINUTES FROM
2/2/2021.

Motion made to edit the date on the notes.

MOTION TO APPROVE BY S. MACHEMER,
SECONDED BY L. CANOTAS

11 IN FAVOR; 0
ABSTENTION- PASSES

TRHS Business Curriculum, Second Read

DISCUSSION	J. Michitson		
	<ul style="list-style-type: none"> Jen Michitson presented additional edits and proposed revisions to the Personal Money Management curriculum units for the high school These changes reflect feedback that was sent to Jen after the first read at C & A in February. Multiple changes were made to the skills statements in the "Acquisition" section of the UbD Curriculum Framework. These revised skill statements align to the standards for personal finance. Dr. Cochrane asked how these skills connect to the Hess Rigor Matrix. There was a brief discussion regarding the use of the Hess Rigor Matrix at the high school. L. Canotas referenced the skills statements that use the term "understanding..." and asked how teachers will assess understanding (in the Money unit). Multiple committee members noted that a great deal of work and editing had gone into the documents between the first and second reads at C & A. S. Allaire noted that procedurally, significant curriculum revisions are typically presented to the school board for approval. J. Silva and S. Machemer both noted that they would like the curriculum revisions to be presented to the entire school board, so that the board can be made aware of the ongoing curriculum work and changes being made to the units. 		
CONCLUSIONS	M. Pedersen motioned to accept the edits to the Personal Money Management curriculum units and to move these units forward for a first read at an upcoming School Board meeting. Motion seconded by S. Strange. This motion passes unanimously (12-0-0).		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Place the Personal Money Management on an upcoming School Board agenda, once other TRHS Business curricula have been presented and approved by C & A	S. Allaire	June, 2021 (once other units have been approved by C & A)	

Summer Learning Policy IHCA and Procedure IHCA-R

DISCUSSION	S. Allaire and M. Pedersen
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- M. Pedersen provided an update on research conducted by M. Pedersen and the secondary deans to explore what other NH school districts assign for Summer Work.
- Timberlane is one of only a few schools that assign summer learning assignments for a grade. The language in Policy IHCA indicates that “there will be required summer work.” This wording has led to the development of summer assignments, for a grade, in all middle and high school classes in ELA/English, Math, and Science. These assignments are worth 3% of a student’s quarter 1 (HS) / trimester (MS) grades.
- Many schools have eliminated summer work entirely in light of the pandemic. Others assign summer reading only.
- Discussion ensued of the pros and cons of Summer Work at TRSD.
- In 2020 – 31% of assignments were awarded 0 credit
- In 2019 – 21.7% of assignments were awarded 0 credit
- The sample policy IHCA provided from the NH School Board Association promotes, but does not require summer work.
- Summer assignment requirements were discussed through a lens of equity for all students, as some students maintain summer jobs and may not have the ability to engage in summer learning in the same manner as their peers. Additionally, R. Marino asked if students in IEPs provided with the necessary supports during the summer to access and complete summer assignments?
- J. Silva suggested that the schools survey students in providing feedback regarding summer learning. Many students may engage in summer learning in other ways (SAT prep courses, internships, independent study, VLACS, summer academic camps, etc.)
- Summer assignments are currently due 1-2 weeks after the start of the school year, which means many students scramble to complete work at the start of the school year, instead of during the summer months.
- S. Machemer asked if, given all of the outstanding questions and the challenges of the pandemic, the committee could ask the School Board to waive policy IHCA for the summer of 2021 only, while the district researches other options for summer learning. Summer work would still be required for AP classes.
- Committee members spoke to the numerous options that are posted on the school and district websites to promote summer learning. There was consensus that the district should continue to promote these resources. The district could then obtain feedback after this summer to see what kinds of summer learning occurred. This information could help to inform revisions to Procedure IHCA-R for the 2021-2022 year.

CONCLUSIONS	J. Silva motioned recommend that the TRSD School Board waive Policy IHCA for this summer (2021), but continue to encourage summer learning and maintain AP course expectations. This motion was seconded by M. Pedersen. Motion approved 12-0-0.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Request that the School Board waive Policy IHCA for the summer of 2021.	J. Silva & S. Machemer	3-15-21

Strategic Plan

DISCUSSION	S.Allaire
	<ul style="list-style-type: none"> • S. Allaire updated the committee on the work all district admin who reviewed the Strategic Plan goals and action items at the January TELA meeting. • J. Silva noted the tremendous amount of work that had been done. • R. Marino asked if, with a new superintendent in place, it might be time to re-envision the Strategic Plan and re-evaluate next steps. • J. Silva noted that the School Board would welcome that kind of work form the Superintendent. • Dr. Cochrane stated that year 3 of the Strategic Plan is a good time to review the plan and reset.

CONCLUSIONS	Dr. Cochrane and his administrative team will review the Strategic Plan and make recommendations to the School Board regarding next steps
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Strategic Plan will be discussed at the Superintendent’s Leadership Team (SLT)	S. Allaire will add to agenda	June, 2021

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OBSERVERS	
RESOURCE PERSONS	
SPECIAL NOTES	Meeting adjourned at 5:39 pm