

# Timberlane Regional School District Minutes

Curriculum & Assessment

**NOVEMBER 3, 2020**

**4PM**

<b>TYPE OF MEETING</b>	Curriculum & Assessment Committee
<b>FACILITATOR</b>	Sandy Allaire, Sarah Machemer, Jen Silva
<b>ATTENDEES</b>	B. Cochrane, S. Allaire, J. Silva, S. Machemer, M .Pedersen, L. Canotas, M. Koelker, R. Marino, M. Corcoran, J. Puchlopek, P. Liff, K. Henderson
<b>AGENDA</b>	Previously disseminated and posted on line

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

Notetaker: Maegan Koelker

APPROVAL OF MINUTES FROM  
**10/2020.**

MOTION TO APPROVE BY M. KOELKER,  
SECONDED BY R. MARINO

9 IN FAVOR; PASSES

## Latin at TRHS

<b>DISCUSSION</b>	S. Allaire	
	Sandy spoke with some parents about Latin; potential for looking for a part time Latin teacher as a commitment to see the language through. Proposed a two year phase out; limited enrollment; being respectful of parent request to revisit this at C & A. Different than German due to lower enrollment and there is no teacher; there are also other options available (VLACS).	
<b>CONCLUSIONS</b>	As a committee, we can say with confidence that we reviewed in full and this is the direction we need to continue in. No changes to be made to the decision made at our October meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

## Textbook Approval for TRHS

<b>DISCUSSION</b>	J Puchlopek – Secondary Dean	
	The novel being discussed is “When the Emperor is Divine” (Otsuka, 141 pgs), J Puchlopek recommends the book and thinks it will cater well to all readers in the unit it will be used in ( <i>What it means to be an American in times of war</i> ), book is historical fiction and told from different perspectives, will be used in America Studies (11 <sup>th</sup> grader) if approved, students currently use “Hotel on the Corner of Bitter and Sweet” by Jamie Ford, Ms. Puchlopek mentioned this wouldn’t be considered controversial	
<b>CONCLUSIONS</b>	Mark makes a motion to approve the book and Mrs. Silva seconds the motion. Votes: 11 in favor; passes	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
J Puchlopek is approved to add the novel to the approved book list	J. Puchlopek	Before teachers need the text

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## FLES competency revision

<b>DISCUSSION</b>	J. Puchlopek/S. Allaire	
	S. Allaire discussed the K-12 competency alignment. She showed the proposed changes in a screen-shared document that was also emailed to committee members. There are FLES changes being proposed and secondary changes being proposed. Flexibility gives teachers the opportunity to develop more authentic (and less forced) assessments. Expectation is that all competencies are assessed, this offers flexibility for each performance assessment. FLES: grade 2 would start reading/writing competencies (as K-1 students are still learning the basics of reading and writing in their primary language). J. Silva mentioned that we could consider grade 2 at some point.	
<b>CONCLUSIONS</b>	Combine K-5 competencies to be "speaking. Motion made by L. Canotas and seconded by M. Pederson. Eliminate presentational writing K-1. Motion made by R. Wilson and seconded by L. Canotas Combining for "interpersonal communication" 6-12: Motioned by S. Machemer seconded by L. Canotas All motions approved 11-0	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Proposed changes can be made.	Dean, FLES teachers, 6-12 WL teachers	

## TRHS Program of Studies update

<b>DISCUSSION</b>	M. Pedersen	
	First read of the TRHS Program of Studies. Document shared via email as a Word doc sent to committee members with few changes that M. Pedersen notes as minimal at this time. Latin is still included for NH Scholar diplomas. AP stats: changing prereq. Minor wording changes throughout the Program of Studies. Punch list: cover art, Special Education (need some answers from the State, waiting on more information), Salem CTE&Pinkerton CTE (Mr. Chooljian is working with those schools on the necessary changes), J. Silva asked about a prereq for a computer science principals class, M. Pedersen noted that the intro to computer science class has changed (as of last year) as it was math intensive in the past (3-4 years ago), there are 2 AP computer science classes (planning, at this time, to run both depending on enrollment)	
<b>CONCLUSIONS</b>	Proposed timeline: goes to print over Christmas break (into hands of grade 8 students mid-January).  Changes seem straightforward and a motion was made to accept recommended changes as presented by R. Marino and seconded by S. Machemer. Voted: 11-0 in favor.	
	December 1: agenda item in case there are major changes in any particular part of the Program of Studies.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1-School Board second read 2-To the printer	M. Pedersen	1-12/17 2-Christmas break

## Summer Work

<b>DISCUSSION</b>	Discussion led by S. Allaire	
	There is a TRSD policy and procedure in place that drive summer work assignments (IHCA and IHCA-R). Policy was reviewed by the committee. Guidelines for summer assignments are outlined in the procedure. J. Silva noted that when students get their schedules late it's tough to plan for summer work (this year it was August due to pandemic and is not the norm) but generally they are given their tentative schedule in the Spring per M. Pedersen. M. Pedersen said that it is possible students don't know if their class is in the Fall or Spring, but he isn't part of school counseling discussions. He notes those things are locked into PowerSchool but students would need the information and that is something we can talk to the counseling department about. J. Silva did some research of other NH and what they have (or don't) for summer learning; she got some info from website and some info came from parents of students in other districts. S. Allaire noted that she learned from state-wide meetings this past spring that some districts changed their plans for the summer of 2020 due to Covid-19. J Silva shared that she wants to review this yearly as she wants students to get their set schedules before summer vacation and a also semester 2 courses don't require summer work but semester 1 courses do. Also, if students are already in summer school, it seems like a lot for students. Also, high achieving students may not need a packet of work to do. The	

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grading (if they don't do well) starts students off with a low grade. She doesn't feel that students should have to do work in the summer. S. Allaire shared that data on both sides (regarding regression) was taken into account when this policy/procedure was worked on by the district-wide committee and that summer work is reinforcement or preview of skills that students will be learning when a new course starts. Science minutes would need to be reviewed in terms of rationale for having it as part of summer learning. English department (TRHS) is based on the year you're going into (same for all by grade-level).

## CONCLUSIONS

Discussions around Math/Science: model like English for summer learning 2021

Group would like curriculum leadership group to review feedback and come back to this group with proposed edits to the procedure by February C & A meeting. Motion made by M. Koelker seconded by S. Allaire. Votes: 11-0 in approval.

## ACTION ITEMS

## PERSON RESPONSIBLE

## DEADLINE

Discussion with Mr. Chooljian about students knowing when they are taking a course so they can plan for summer work (or not) in particular courses.

TRHS Admin

Spring 2021

## Strategic Plan Update

**DISCUSSION**

S. Allaire  
 Strategic Plan was adopted in 2018. At that time, Admin was asked to come up with a way of monitoring the implementation of access items in Strategic Plan. There were already many structures and committees in place to support this. C & A has Board members present and there were sub-committees that also looked at and monitored action items in Strategic Plan. There is a document where committee work is put together and it allows Board members to see it and also report back to the School Board.  
 Since March, this process has changed as not all committees are up and running (yet). Focus has been devoted to other areas temporarily (covid-19, reopening plans, etc).  
 S. Allaire shared the document that was regularly updated by all committees in 18-19 and to start 19-20 (before the pandemic). Bold print itemizes a 19-20 goal, though many are flagged for multiple years. Highlighted items are also flagged for 20-21. There are many areas of focus. This is on the agenda for the Board meeting on 11/5 and S. Allaire is willing to share this document with the Board to keep them informed (the plan goes for two more years for a total of 5 years) once updated by S Allaire. L. Canotas shared that we need to have a conversation about how much progress needs to be noted based on the spring of 2020. R. Marino noted that a sub-committee is a good idea to monitor progress.

## CONCLUSIONS

School Board guidance on how to proceed in prioritizing the work.

## ACTION ITEMS

## PERSON RESPONSIBLE

## DEADLINE

Standing agenda item for C&A.

S. Allaire

## OBSERVERS

## RESOURCE PERSONS

## SPECIAL NOTES

Meeting adjourned at 6:14pm