



Timberlane Regional School District Minutes

Type of Meeting	Curriculum and Assessment Committee
Date	6-13-23
Facilitator	Sandy Allaire
Attendees	Sandy Allaire, Mark Pedersen, Lucy Canotas, Ken Henderson, Tim Guanci, Jennifer Puchlopek, Kim McCormick, Don Woodworth, Paul McCain, Kelly Brooks
Agenda	Previously disseminated and posted online.
Notetaker	M. Pedersen

Notes: Meeting called to order at 4:01 PM by S. Allaire
Approval of minutes from May 2, 2023
Motion to <i>Approve</i> by: K. McCormick Seconded by: Lucy Canotas
8 in favor; 0 opposed; 2 abstentions

TOPIC: TRMS Grade 6 Social Studies Curriculum Changes – 1 st Read	
Discussion:	J. Puchlopeck presented TRMS Grade 6 Social Studies Curriculum Changes – 1 st Read
<ul style="list-style-type: none">● JP Suggested keeping norms in drive● SA agreed saying we should follow same procedure as the Board● KH maps out the process that the board follows● Motion approved through consensus● JP marked items that were new for items that are being entered into the curriculum and eliminate for items being removed● JP spoke about the change to 1 7th grade unit as well● JP explained there would be 4 6th grade units that would stay the same● Intro to social studies and pre history would be broken up into to units and India would be the new proposed unit● JP then explained the rationale for the requested changes● Changes stemmed from Greece moving out of 6th grade and into 7th grade when they start introducing democracy and government	



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- 6th grade wants to take out mesoamerica
- 6th grade wants to break up those two introductory units in order to give students the appropriate skills to navigate the 6th grade social studies units
- 6th grade wanted to add india because it preceded greece and mesoamerica
- JP presents the G6: India proposed curriculum docs explaining some of the moves that had been made with competencies and skills. JP explains how she organized and pulled students will know from standards
- JP then reviewed the Grade 6: Intro to Social Studies explaining how this unit has the new units and pieces that incoming 6th grade students would need as they started 6th grade social studies
- JP then reviews grade 6 prehistory and explains that the unit is mostly intact from the unit previously used before proposed changes
- JP explains the change to Grade 7 unit highlighting the students will know statements that are being added into the 7th grade curriculum documents
- DW shared that he was impressed by how well thought out changes were
- KM shared that she was very impressed with how the curriculum docs were written and mapped out

Conclusions:	We will read these for second read at next meeting
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Action Items	Person Responsible / Deadline
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Add these to agenda for next C&A meeting for second read	Everyone
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TOPIC: Policy Review – Second read IJM- Challenged Materials, KEC – Challenged Materials

Discussion:	Review IJM and KEC for second read
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- SA reviews context of discussion from previous meeting involving the proposed changes to the policies and how similar policies have been impacted in other districts.
- SA gives an example if a community member wanted to challenge a title in the high school library and what process we would then have to use as defined by the policy in place
- SA explains how the policies are the same but coded in two different places
- SA shares what our current policy is
- SA explains the proposed changes that would limit who could initiate a challenge,
- LC states that if we aren't separating classrooms and libraries then why are we making any changes
- DW asks do we think that we would see one being appropriate for a classroom and not for a library
- SA brings up conversation that she had with Bedford AP about this topic where the AP directed SA to download the policies that they follow IGE linked to specific content and classes. SA explains that they kept both but have a separate process for classroom and library materials.
- SA explains that Bedford did not recommend separating out policies for classroom and library
- TG asks is it beneficial to limit who can and can't challenge to limit outside groups from challenging



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- SA shares Policy that Bedford uses
- SA shares Policy KEC
- PC shares it might be worth being able to limit number of challenges
- LC brings up point that librarians want the resource in question to remain in circulation while the resource is being challenged
- SA shared what Hooksett uses
- Discussion about where dresden is in NH
- JP asks if we separate library and classroom then what happens with the policies
- LC states that it should be to the building principal first
- DW brings up that it should also go up to the assistant superintendent as well
- LC brings up importance of sticking with process and
- TG makes a motion to look at the current policy to identify recommended changes to the policy that would benefit the buildings and community.
- KB seconded motion

Conclusions:	We will set up a work session to look at these policies more in depth to make recommended changes
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Action Items	Person Responsible / Deadline
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Review materials, prepare for a work session	Sandy Allaire
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TOPIC: Policy IIB Class Size – revisit policy
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Discussion:	SA led a discussion on Policy IIB Class Size
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- SA gives background information on Policy IIB Class Size and explains what the policy governs throughout the district
- SA talks about how projected class sizes is paired with current enrollment to address pressure points where we might exceed available classes in a building
- 3rd week in August we look at projected numbers again to track fluctuations
- SA explains that how three years ago we identified 3 pressure points due to changes in enrollment that occurred
- SA explains that we found that reducing class size didn't impact the success of class as a classes success was more depended on teaching style and instruction
- SA explains how she reviewed several other districts class size policy and created a comparison grid
- DW explains that he would like to see how many times the number is maxed
- SA maps out what we have looked at in the past two years as well as what the impact would be if we made significant changes to reducing the class size number



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- SA talked about how in past years when you had unfilled positions that could be reallocated to another building where as now we need to consolidate classes if possible to stay under numbers to shift a position between buildings when needed.
- DW asked about space issues what happens if we need to add an additional class do we now need a MOD
- LC talked about space constraints that now exist at Atkinson based off of creations of a new K class and an additional elementary class.
- DW speaks about having to be clear and focused on where we are going as it will possibly force conversations about facilities
- PL brings up points on having number close to similar school and speaks to how he would imagine a 4th grade teacher wouldn't want a class size of 26
- DW brings up point that each grade level might have its own obstacles that might require a different number of students
- JP speaks to how in thinking about the HS and MS we very seldom see numbers be right at the caps where as at Elementary we see the numbers approaching the cap
- SA talks about how a building could find themselves just over the limit causing sections to be split which now creates sections of 15-17 students in each
- SA shares numbers that were looked at augmenting earlier in the year
- TG asks if there would be benefit of coming up with a trigger number where class sizes hit a specific number that we move to propose the additional of a staff position
- PL asked how does budgeting work with vacancies, SA says that your goal is to hire vacant positions as you don't want to lose resources

Conclusions:	Creation of a sub committee that will have representation from policy and C&A to workshop class size. Clarify that we are not looking to increase class size	
Action Items	Person Responsible / Deadline	
Group consensus is the creation of a sub committee to look into class size policy and come up with a recommendation		

Observers	
Resource Persons	
Special Notes	Meeting adjourned at 5:36 PM