

CNTA & EDUCATIONAL SERVICES CURRICULUM MEETING:

Minutes

December 15, 2017 | 12:00 p.m. – 2:00 p.m. | C & I Department Conference Room

Members in Attendance: Barbara Wolfinbarger, Angela Thomas, Jennifer DeVries, Christina Rodriguez, Jerry Goar, Kirsten Johnson, Sarah Ragusa, Tonya Spencer, Philip Saxena, Julie Cooley, Jennifer Bourgeois

Members Absent: Lisa Simon, Tonya Spencer,

Guests: Kim Kemmer & Kate Jackson

Minutes

Proposed Agenda Items

Minutes Review:

- The following revisions were made to the 11-17-17 minutes:
 - The group agreed that iReady updates, info and **posters** would now be sent to site principals, teachers and **secretaries**.
 - Concerns about the general **teacher** satisfactory of PBIS were mentioned.
 - **The group noted that among teachers there is a concern as to whether PBIS teams are receiving/gathering the consensus from their staff.**
 - The people that are interviewed to verify the fidelity are randomly selected and 10-15% of **certificated & classified** staff is currently addressed/selected for the report. *(NOTE: Chris Rodriguez questioned the interview percentage as to whether it should be 15-20%; it was confirmed by Mike Ilic on 12-20-17 that the correct percentage is in fact 10-15%).*

Discussion Items:

- **Curriculum Council Update by Sara Ragusa**
 - The updated Curriculum Council Committee Meeting dates were distributed and reviewed.
 - It was noted that some of the members on the committee list document were highlighted in yellow. It was explained that these highlighted members represent those who have signed up to be on the committee for the current school year. However, to avoid confusion the active members of the committees have been verified and the highlights were removed from these names.
 - During the first December meeting it was clarified that an administrator will be facilitating their assigned meetings.
 - It was also clarified that Yvonne McFadzean, Director of Special Education will be facilitating 7th -12th grade Special Ed. curriculum meetings.
- **Elementary Report Card Timelines by Kirsten Johnson**
 - It was explained that during 1st trimester is it difficult for teachers to complete their report cards due to receiving new students and assessments.
 - It was announced that the 2018/19 & 2019/20 report card time lines have been approved by the Board. The new report card timeline adjustments are as follows:
 - A track will now have its own report card dates
 - B, C & D tracks will have the same report card dates
 - T track will now have its own report card dates
 - The group decided that they will collaborate with Amanda Ruiz from IT and set the report card due dates for each timeline.

None specified – TBD

Next Meeting:

January 26, 2018

- **Equity Symposium by Philip Saxena**

- The PD Department has been doing research on Equity. To conduct this research, a group of department staff attended a conference regarding “Unconscious Bias” sponsored by RCOE and information has been collected about Equity and how it applies in the classroom.
- It was announced that on January 11th & 12th the PD Center will be facilitating an Equity Conference with keynote speaker Lisa Adams who will be presenting the theme “Unconscious Bias (CTA)”.
- An agenda was distributed and reviewed. A sample promotional video was shown and it was confirmed that there will be 3 different videos that highlight the following:
 - What is Equity?
 - How it is practiced?
 - How does Equity close the Achievement Gap?
- The videos will be sent out gradually to staff to invite them to the conference. This conference is for both classified and certificated staff to attend. Lunch will not be funded by the district but outside vendors will be there on site for attendees to buy food.

- **Math Survey presented by Jerry Goar and Chris Rodriguez**

- A 2017 Math Survey was distributed. It was explained that the survey was composed because there are current concerns about the CMP3 Math technique not being used by most teachers. This survey was created to be distributed to teachers in order to ascertain what it is they’re using in their classrooms and how they can be supported.
- The group reviewed the draft survey. A concern was mentioned about whether the survey would be able to handle/ address the varying grade levels and gather precisely the type of feedback needed from these teachers, including those teaching in Sp Ed. classrooms. Suggestions and adjustments were made by the group to the survey.
- It was confirmed that the survey will be conducted during Feb 1st - 16th
- Since the survey will be conducted through 3rd party services, the Ed. Services Dept. agreed to help finance this survey with one time funding for 1/2 of the costs.
- The group agreed that as a process, future surveys being distributed to varied teacher audiences and those being financed through district funds need to go through the usual group collaboration held at the monthly CNTA/Ed Services meetings before its development.

- **Benchmark PLC for Sp Ed by Angela Thomas**

- A brief update was given on the current Special Ed PLC meetings for the new Benchmark Materials. The purpose of the PLC is to give continued support to Special Ed teachers and to allow them to share resources.
- It was confirmed that the PLC meetings will be carried out once a month. The first meeting was conducted on 12-14-17. During this meeting the norms, the structure of the meetings and the roles of the members were discussed and clarified.
- In order to aid the PLC committee in keeping a count of their attendees and to plan for their future meetings, Philip Saxena suggested that these meeting dates be built into the PD calendar so teachers can sign-in and register for these meetings when they want to attend. It was agreed that the calendar could clearly and specifically note that these PLC meetings are “not professional development days” and are “voluntary”. The group confirmed that the future meeting dates have already been set and agreed that the meetings should be integrated into the calendar.
- Barbara Wolfinbarger confirmed that materials have been ordered and are scheduled to be delivered during the first week of school. It was also explained that ELD materials can only be ordered in packs of 5 and because of this they will arrive the second week.
- The group also agreed that a future meeting would be set up with the Sp Ed delegates to continue their discussions about the Benchmark materials.

- **ELA/ELD – Secondary and DLI**
 - **DLI by Kirsten Johnson**
 - Concerns about dual immersion materials were mentioned. The primary concern with the DLI materials is that the Spanish translations do not translate accurately or preserve the same sense of what is indicated in English. In addition, many of the materials are not available on the computer as promised by the publisher and are indicated as being delayed. It was confirmed that the unsatisfactory feedback they have received from teachers has been for both Pearson and Benchmark publishers.
 - It was clarified that the translation issue is a technical problem on the publisher's end and a problem with the translation services that they use for their materials. It was confirmed that computer materials will be made available January 2018 and that a follow-up date has been put in place to confer with the publisher if the computer materials are still in delay.
 - **Secondary- ELA /ELD 4 Update by TSA's Kim Kemmer & Kate Jackson**
 - The group was updated on the current piloting process with Pearson. It was confirmed that schools have been chosen to pilot LA 4 and that there will be a group meeting to discuss the next steps on the survey and voting process. It was confirmed that rubrics will be collected and a vote will be made.
- **UPDATE: Benchmark for grades 2nd and 4th by Barbara Wolfinbarger**
 - A hand out was distributed regarding the Trade Book Library. It was noted that much credence needs to be given in the book selection, as each book needs to have matching units that are Common Core aligned.
 - The group briefly reviewed the selection. It was agreed to have the delegates meet and review what will be chosen from the library. It was suggested that the Benchmark representative bring in one copy of each book so the delegates can look through each. It was confirmed that this request will be made.