

CNTA & EDUCATIONAL SERVICES CURRICULUM MEETING:

Minutes

January 26, 2018 | 12:00 p.m. – 2:00 p.m. | CNTA Office

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, Tonya Spencer

Members Absent: Lisa Simon

Minutes

Proposed Agenda Items

Minutes Review:

- The following revisions were made to the 12-15-17 minutes:
 - Under Benchmark PLC, the Special Ed. PLC meeting was confirmed to be held on 12-13-17. It was also confirmed that materials were distributed the week of January 15th.
 - Under the Math Survey, the last bulleted item will read as: The group agreed that as a process, future joint surveys being distributed and financed through district funds need to go through the usual group collaboration held at monthly CNTA/Ed Services meetings before its development.
 - It was also clarified and confirmed that the development of the Math Survey was done with additional teacher collaboration before it was presented to the CNTA/ Ed Services team.
 - It was clarified that “group collaboration” pertains only to joint surveys. CNTA & Ed Services collaboration is not necessary for surveys being done independently by either department.

Discussion Items:

- Draft Elementary Report Card Timeline – Request by Tonya Spencer
 - It was requested that a draft timeline be prepared and presented/reviewed at the next collaboration meeting. Philip agreed to provide this information.
- Update on the Equity Conference - by Philip Saxena
 - Information on the January 11th & 12th Equity conference was distributed and overviewed. Philip recounted the successful turn out and the feedback received from the attendees. Much information from this conference was gathered and it was shared that there will be some possible adjustments made. The following ideas were shared:
 - It was learned that the Presto app is found to be challenging. To alleviate this challenge the PD Center hopes to create a 'help desk' for this application.
 - The PD Center plans to remodel the visual aspect of how PD offerings appear online. The offerings will now be put in strands (i.e. Math strand, Equity strand, etc.). These strands will be an easier layout for teachers to view.
 - It was briefly noted that the PD Center plans to make sure that classified and certificated employees are equally integrated.
 - In August 2018 it has been proposed to expand the Equity Conference and to include more speakers for specific content areas.
 - The group shared ideas about dates for year round that included how long to possibly run offerings and the possibility of increasing the availability of non-core based options.
 - Philip assured that the department is considering any ideas that will enhance future PD. The group was invited to share their thoughts and ideas via email and was encouraged to gather more feedback from teachers.
 - It was confirmed that attendees who attended the past January Equity conference should receive payment on 2/21/18.

- Drafting Textbook Adoption Process
- Pathway Adoption Process
- Secondary Calendars: Transcripts and Grades
- Draft Elementary Report Card Timeline

Next Meeting:

February 16, 2018

- **PD for 18/19 ~ what is planned? By Angela Thomas**
 - An update was given on the last Special Ed. PLC meeting held at CNTA. Angela reported that the meetings have been a success. It was noted that the administrators who were invited to the last meeting were very helpful in answering questions. It was also reported that integrating the PLC meetings in the PD calendar have been very helpful during their planning process.
 - It was noted that the HS teachers are finding it difficult to participate in the meetings due to the distance of their sites. The group suggested the possibility of holding these meetings at two different ends of the district to encourage more attendance from HS. The group agreed to look into this idea with the possibility of holding some of these meetings at available district office conference rooms.
 - It was confirmed that the PLC meetings will be held one Wednesday a month. The next meetings will be on 2/21 and 3/21.
 - Since there is new information regarding Spring SBAC and assessment tools, Jennifer offered to attend one of the future PLC meetings to answer any questions the attendees may have.
- **Textbook Adoption Process by Chris Rodriguez**
 - It was noted that there has been changes in administration in Ed. Services and this has now brought new members to the CNTA/Ed Service collaboration team. Chris expressed that the recent adoption process has been successful but since there are now new administrators and future large adoptions forecasted in the future it was suggested that the group collaborate and solidify the adoption process in written form. It was expressed that this need is important when it pertains to administrative facilitation of the process. As facilitators cannot integrate in the process, TSA participation is most valuable when they can add their professional input to the process. It was encouraged that the group format/develop a written version of the adoption process already in place. In turn, this would allow new DO administration to stay in the loop and avoid any confusion on what steps should be in place for future adoptions.
 - The group agreed that this would be wise and the team will work together to draft a process at the next meeting.
- **Assessment Update by Jennifer Bourgeois**
 - Jennifer distributed and reviewed informational documents for Science, ELA and Math assessments. The documents outlined the tools available that will help students and their learning.
 - The different supports and accommodations were clarified. It was confirmed that Designated Supports are available for all kids (including those without IEPs) but need to be assigned by the teacher. There are some Designated Supports that teachers are encouraged to assign to all their students, such as Text-to-Speech. In contrast to this, it was specifically highlighted that tools that fall under Accommodation Supports are only for students with IEPs and/or 504 plans.
 - It was confirmed that the Text-to-Speech for iReady is also available.
 - It was clarified that teachers can use supports during the interim.
 - More information on the CAASPP assessment along with information from Smarter Balance will be distributed to both teachers and assessment administrators.
 - The group was informed that science testing (CAST) is now required to be given to all students by their 12th grade year; 11th graders can also take this test, however, it is up to the sites discretion. The CAST test only needs to be done once in the student's career (9th to 12th). It was confirmed that there is no paper pencil option for the science test per the state.
 - It was confirmed that Computer Lab schedules are being comprised and that this info will be forwarded to IT and the CNTA/ED Services team when it is finalized.
 - The group was informed that the ELPAC window opens 2/7/18. Sites are being encouraged to do this test during March 2018 so that it does not crowd out their schedules for the assessments that will follow. ELPAC is a paper pencil for next 7-10 yrs., with only a device for the audio portion of the test.

- **New Course Approval Process**
 - A concern was mentioned regarding new course development and how it impacts teachers of CTE courses as CTE adopts new pathways.
 - Sarah, Chris and Gina Boster will meet separately to discuss/resolve the concern presented regarding CTE pathways.
- **Benchmark Materials by Barbara Wolfinbarger**
 - A brief update was given and the group was informed that delegates will review a list of novels for 2nd and 4th grade. This meeting will be held 2/6/18 from 3:30 – 5:00pm in the I-West Room/DO. A list of novels will be emailed next week to all the participating delegates with instructions for the novel selection. Each delegate will be instructed to bring with them 5 novels they believe should be selected and to bring units of study/resources as well. A book for both grades will be chosen at this meeting.
- **Pearson Bounce App Technology by Philip Saxena**
 - A brief update was given to the group regarding the use of the Bounce App. The scanning components of the app were explained and it was confirmed that this scanning option does not work on our district network. It was confirmed per the publisher that this scanning component was not intended to be used in the classroom. There is a possibility that the app will work if the teacher's device is not hooked up to district network. However, in conferring with the IT Dept. this app has been confirmed incompatible with our district network.
- **Innovate Ed/ Extra Programs by Jennifer DeVries**
 - The group was informed about some concerns regarding Innovate Ed and PBIS. There are many outside consultants who have been visiting sites and their training/consultation hours are interfering with teacher lunch times and sub coverage. It was emphasized that consultants need to know that their visiting schedules need to accommodate half-day am and pm teachers sessions and lunch times. The group agreed that there should be no "working lunches" even with outside consultants. It was confirmed that all administration and consultants will be informed of this needed adjustment/accommodation.
- **Semester Grades (& Transcripts) by Chris Rodriguez**
 - Chris reported to the group issues pertaining to grade changes and transcripts. She briefly reported information collected from a school site as an example to emphasize the magnitude of work involved in grade changes, the time limitations due to the holidays, and that as a result many transcripts did not accurately reflect student grades; some also due to legitimate teacher absences (i.e. illness). The following possible solutions were shared: it was suggested that finals be adjusted to work better around the Christmas/Winter break, and transcript release dates moved later in January.
 - The group agreed that this should be considered. It was confirmed that collaboration will be done with IT Dept. on this issue. Feedback will be given to the group as this progresses.
- **Additional Update by Philip Saxena:**
 - The group was informed that Benchmark representatives will be coming to visit Title I schools to give in-class demonstrations. More information will be given to group when the details are further developed.