

Victor Central School District

MINUTES

Curriculum Council

June 14, 2018

ECS Conference Room A

3:30 - 5:00 pm

Roles:

Facilitator: Jill Pollack
Time Keeper: Eric Pasho

Minutes: Heidi Robb
Refreshments: Bring your own

Members: ~~Gina Braun, Mary Anne Buckley, Jen Check, Luciana Cursino-Parent, Jessica Fronczak, Brian Gee, Geoff Gerbasi, Robin Halladay, Allison Heltz, Kevin Holtz, Melanie McGuire, Mike Myers, Jessica Newby, Eric Pasho, Carol Prescott, Heidi Robb, Joanna Schöff, Lisa Shaw, Kristin Swann, Bethanie Swartz~~

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening								
1	Welcome	Facilitator	1 min					
2	Approve Minutes of 5/10/18	Facilitator	3 min	Jessica made a motion to approve, Mike second.				
3	Review Agenda	Facilitator	1 min					
Guest Presentation								
4								
Old Business								
5	Textbook Protocol	Heidi Robb	15 min	Background: <ul style="list-style-type: none"> ● Doesn't seem to be a clear process. ● Seems more like a proposal rather than a process. ● Next Steps include: <ul style="list-style-type: none"> ● Write a descriptive process. ● Rubric should align with district goals/mission. ● Concept of a rubric, development 				

				<p>of a process, need to do more research.</p> <p>Small group time to consider questions, concerns, or changes.</p> <p>Share out:</p> <ul style="list-style-type: none"> • Do we need not applicable? Not Found should not be considered negative. Group reached a consensus to eliminate "Not Applicable." • What is the definition of a textbook? Should we do this every time we select a novel? Agreed that all decisions should be vetted through this guidance document, but it is not necessary to bring recommendations to curriculum council. BOE will have to approve novels and other textbooks. The Office of Educational Services can receive the recommendation. Document was changed to reflect this decision. <p>Reached Consensus: Move forward with the recommendation to use this guidance plan.</p>
6	Review Comprehensive Guidance Plan	All	10 min	<p>Kristin spent time reviewing the information presented last month about the Comprehensive Guidance Plan.</p> <p>Counselors and Psychologists in the past have not been able to provide Tier 1 services for our students. This review is to continue to work with Tier 2 and 3, but also include direct lessons that are occurring in each of the buildings.</p> <p>Proactive lessons have been created and implemented this school year (Tier 1).</p> <p>This committee needs to obtain an Advisory Council. Right now there is no entity that is overseeing this plan. They are suggesting that Curriculum Council be that Advisory Council. This would entail:</p> <ul style="list-style-type: none"> • Yearly updates • Council giving feedback/insight <p>Concerns:</p>

				<ul style="list-style-type: none"> • Is this too much for curriculum council to take on? • Could we take this on for 1 year? • We don't really know the scope of the work. • Could one counselor be represented on curriculum council if we were to do this? <p>We believe this shows our commitment to this work and that it is curriculum, not an add-on.</p> <p>Consensus reached that we will be the Advisory Board for 1 year, then look back next year to consider the scope of the work.</p>
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New Business

7	SDM Committee Members	All	10 min	<p>Program Reviews are: ELA, LOTE, Continue Special Education. Physical Education will be delayed at least one year due to staffing.</p> <p>K-12 ELA Participation: minimum of 2 staff members per curricular band, but no more than 25-30 VTA members, parents and administrators.</p> <p>Gr. 6-12 LOTE: Minimum of one teacher from each of the grade level bands.</p> <p>K-12 Special Education: Replace people that are no longer serving on the committee. If we were to expand, we may want to consider adding special education teachers in the consultant teacher role.</p>
8	Draft PDP Plan	All	30 min	<p>Small group time to debrief Professional Development Plan.</p> <p>The plan sounds great, but what does this look like in reality? Might there be a disconnect between what is written and what actually occurs.</p> <p>Joyce has sent out survey to drive VTC opportunities in collaboration with District Office. After the budget was cut, the needs assessment wasn't sent out b/c fear was that we'd hear what teachers wanted but fear that VTC couldn't support that.</p>

				<p>Lisa: What determines what happens on a staff development day? Building council goal? Dept goal? PDP goal?</p> <p>Kristin: this is a broader document that has a vision for professional development philosophies for adult learners. Principals get input for teacher leaders to use holistic approach into how staff dev. days are planned. Accountability data will also drive PD.</p> <p>Luciana: Why does publishing in an education journal only get 15 hours of credit? Kristin said she will look into that and that the rest of pg. 12 would need to be revised to keep up with changing regs. We will bring back to PD committee to align new requirements to pg. 12</p> <p>Heidi suggested: Could we add coaching cycle to add to list to acquire hours?</p> <p>What about Teacher Awards?</p> <p>How do you obtain credit for going to ICT Team, staffing, faculty or dept. meeting?</p>
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Closing

9	Review Assigned Tasks	Minute Taker	2 min	
10	Set Agenda & Roles For Next Mtg.	Facilitator	2 min	
11	Parking Lot Attendant	Facilitator	2 min	
12	Round Table	All	4 min	<p>Eric: We applied for a technology grant to help with some of our initiatives. The grant would take place over 3 years and provide PD and possibly devices for the district.</p> <p>Mike Myers asked about the curriculum writing process and he thought it was supposed to be on our agenda. Kristin apologized and said she's send a summary b/c it was an oversight on her part.</p>

Future Meeting Dates: