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BARRE SUPERVISORY UNION
CURRICULUM COMMITTEE MEETING
Spaulding High School Library
October 1, 2018 - 5:30 p.m.

MINUTES
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COMMITTEE MEMBERS PRESENT:
Ed Rousse (SHS) – Vice Chair
Joe Blakely (SHS)
Jennifer Chioldi (BC)
Victoria Pompei (BT)

COMMITTEE MEMBERS ABSENT:
Vacant Position (BC)

ADMINISTRATORS PRESENT:
Emmanuel Ajanma, Director of Technology
Jennifer Nye, Principal (BTMES)
Jacquelyn Ramsey-Tolman, Director of Curriculum, Instruction, and Assessment

GUESTS PRESENT:
Ben Matthews   Sonya Spaulding

1. Call to Order
Vice-Chair, Ed Rousse, called the Monday, October 1, 2018, meeting to order at 5:38 p.m., which was held at the Spaulding High School Library.

2. Committee Restructure in Tyler's Absence
Tyler Smith no longer resides in Barre City and is no longer serving on Boards or Committees within the BSU. Mrs. Spaulding will be appointing a new BCEMS representative to this Committee at the next Regular BCEMS Board Meeting. As Mr. Smith served as Chair of this committee, a new Chair will need to be elected.

On a motion by Mrs. Pompei, seconded by Mr. Rousse, the Committee unanimously voted to elect Mrs. Chioldi as Chair of the BSU Curriculum Committee.

3. Additions and/or Deletions to the Agenda
There were no additions or deletions to the Agenda.

4. Review / Approval of Minutes – August 27, 2018 Meeting
On a motion by Mrs. Pompei, seconded by Mr. Rousse, the Committee unanimously voted to approve the Minutes of the August 27, 2018 BSU Curriculum Committee Meeting.

5. Visitors and Communications
Mr. Matthews and Mrs. Spaulding were welcomed to the meeting.

6. Technology Presentation with Emmanuel Ajanma
Mr. Ajanma began his presentation on the current state of technology by advising that the technology team provides various supports to teachers, staff, and students. This evening's report will include an overview of; network support, hardware and software, personnel and team support, curriculum support, and future goals. The Technology department's work involves; planning, budgeting, purchasing, installation, and support (which is the core mission of the department). Mr. Ajanma advised that Charter is the network provider and that cable and shared fiber connections are used. The upload and download speed is 300 megabits per second. Speed slows down as more users log in to the system. In response to queries regarding high speed connections to the various schools and Wi-Fi within the schools, it was noted that to increase reliability, new wiring will be required. Brief discussion was held regarding digital citizenship and responsible use of the internet. In response to a query, it was noted that Facebook and other sites are blocked from the internet. Concerns were raised regarding student access to Facebook and other sites via cell phones. Additional concerns include students using cell phones during class time, for game playing and music, as well as concerns of cyber bullying. Mr. Ferland has reported that the majority of behavioral issues involve cell phones. Mr. Ajanma advised regarding some of the hardware including; laptop and desktop computers, Chromebooks, ipads (tablets), promethium boards, wireless access points (WAPS), network switches, and printers/copiers. Software includes; the firewall (SonicWall), VMWare services, SAN servers (for storage), Google and Chromebook management, Aerohive (WAP management), the Apple iOS MDM volume purchase program, Kaspersky Anti-virus

software, user software (including numerous subscriptions), G Suite for Education, Infinite Campus, Microsoft Office, ADS Financial software, SNAP (nurse's health tracking), Typing Club, WeVideo, TeachPoint, Call'em All, Pick-A-Time, and Zendesk.

In response to a query regarding why mass e-mails are not sent to parents, it was noted that 'Parent Groups' are not set up. These groups can be set up, but it is very labor intensive. It was suggested that perhaps e-mail addresses could be exported from Infinite Campus, or that each TA could set up a group for their TA class.

Mr. Ajanma displayed a flow chart outlining IT personnel. It was noted that BTMES does not have a Technology Integrationist. Brief discussion was held regarding having Technology Integrationist positions at the BSU level, and sharing 'specialized integrationists' among the schools.

Curriculum support includes; the technical platform for personalized learning plans (GoEnnounce and Google sites), Infinite Campus, ISTE (International Society for Technology in Education) for standards awareness for students and educators, SBAC testing, and WIDA ELL testing.

Future goals include; increasing internet and Wi-Fi speed, BSU Technology Integrationist positions, the addition of Computer Science & STEM Activities/curriculum (including programming classes), a 1-on-1 Chromebook environment, and bridging the digital use divide (and possibly allowing students to use their own devices – this will require research at other schools). It was noted that the digital divide is also the result of some teachers being more tech savvy than others. It was noted that increasing internet and Wi-Fi speed will be very costly and involves upgrades to fiber optic lines and routers. Mrs. Tolman advised that she and Mrs. Waterhouse have been discussing adding technology courses, and would like to visit some schools that are known to have good programs. Mrs. Tolman advised that she will survey teachers regarding the specific pieces of Infinite Campus they are using.

7. Report Card Guide Review
A draft copy of a document titled 'Understanding Your Child's Report Card' was distributed. This draft document pertains to elementary and middle school only. Mrs. Tolman advised that creation of the document is only one of fifty action items required of a committee that was formed to assist with the implantation of Proficiency Based grading/report cards. It was reiterated that the document is still in draft form and the committee is still receiving feedback prior to its finalization. Last year, a letter to parents was included with report cards, and parents were invited to ask questions and provide feedback. Very few questions were received from parents. It is anticipated that the draft document will be finalized in time for it to be distributed with first quarter report cards. It was noted that the draft document continues to encourage parental feedback and advises on where/how additional information can be obtained. It was noted that additional information will be provided on the BSU web site, but this may be delayed until the new web site is up and running. It was noted that SHS parents don't receive any paper (report cards or report card informational material). A brief overview was given on the information available on the SHS web site. It was noted that not all parents have on-line access and that grade information is not available on-line after a certain date. A data integrity issue was noted (data on transcripts doesn't always match data on the parent portal). Mrs. Tolman advised that staff are continuing to work on communication with parents. GoEnnounce is being used at the middle schools and the high school for personalized learning plans.

8. Other Business
Act 46 - Mr. Rousse advised that he has copies of the Act 46 brochure for distribution to Committee Members and guests, and advised that there is a plan for distribution to the communities. Copies of the brochure will be distributed in teacher mail boxes.

A.L.I.C.E. – It was reported that the rollout of A.L.I.C.E has occurred. All staff are trained, teacher teams are 'processing' the new information, and discussion, training and drills for all students occurred in September. Parents who were present advised that they believe SHS students have not been trained or involved in any drills. Mrs. Nye advised that staff discussions have been most beneficial, and have identified some items that require additional work (e.g. advising staff where certain classrooms are located throughout the building – building layout).

Parents raised concern regarding their understanding that when teachers are absent, students (multiple classes) are sent to the auditorium or cafeteria for supervision. Concerns include student safety, adequate supervision, and the quality of academic learning in this environment.

Mrs. Tolman advised regarding upcoming Professional Development, which will occur on Friday, October 5, 2018. This day of Professional Development is teacher driven. Middle and high school staff will have 17 topics to choose from, second and third grade staff have 7 options, and kindergarten and first grade staff have 5 options. Other options include; vertical teaming, Infinite Horizons, and Infinite Campus. Para-educators are participating in staff development, including communicative strategies, Responsive Classroom, and Developmental Design.

9. Next Meeting Date and Agenda Items
The next meeting is Monday, October 29, 2018 at 5:30 p.m. in the SHS Library. The November meeting will be held on Monday, November 26, 2018 at 5:30 p.m. in the SHS Library.

<u>Agenda Items</u>:

A.L.I.C.E. Follow-up
Communication on Facebook/Twitter by the Curriculum, Instruction and Assessment Department
October 6, 2018 Professional Development Follow-up

10. Adjournment
On a motion by Mr. Blakely, seconded by Mrs. Pompei, the Committee unanimously voted to adjourn at 7:28 p.m.

Respectfully submitted,
Andrea Poulin