

Victor Central School District

Minutes

Curriculum Council Meeting

January 9, 2020
ECS Conference Room A
3:30 - 5:00 pm

Roles:

Facilitator: TBD
Time Keeper: Melissa Goho
Minutes: Lauren Forget
Refreshments: Bring Your Own

Members In Attendance: Kristina Back, Leah Besaw, Tom Cheevers, Luciana-Cursino-Parent, Karl Dubash, Lauren Forget, Melissa Goho, Monica King, Necia Marchetti, Jim Mauro, Kelly McLaughlin, Julie Merges, Victoria Phan, Carol Prescott, Kristin Swann, Danyelle Westbrook, Nate Wolf, Tom Zaccardo

Link Deck:

- [Monitoring Task Force Survey](#) (You may need to download the survey to see data correctly)
- [New York State Data, Curriculum Council Book Selection Survey, I Wish My Teacher Knew, Secondary EOY Report, Elementary EOY Report, 2019 - 2020 CC Goals](#)

Please Prepare:

- Please read Chapters 2 & 3 of I Wish My Teacher Knew

#	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 & Introductions	All members	1 min	Welcome to the presenters for the Comprehensive Guidance Plan (Advisory Council) Introductions all around				
2	Review & Approve 12/12/2019 Minutes	All	2 min	Minutes approved				
3	Review Agenda	Facilitator	2 min	Went over today's agenda				

Guest Presentation

3	Comprehensive Guidance Plan	Mary Banaszak	20 min	<p>Share history of how we got to this place... What is this council? What is our role as advisory group?</p> <p>Advisory council came from new regulations, each shared decision making group is supposed to have an advisory council (curriculum council is the advisory board for this group)</p> <p>Role of the advisory council: school counselors in the past did not have a curriculum or learning standards through NYS until recently, our work has begun from the ground up, so now we would like to bring our work to you in the fall and winter (2x year per state ed regs) then come back in the spring to share outcomes</p> <p>Our role (curriculum council) is to review, advise, support this work</p> <p>Went over VCS district goals and student objectives</p> <p>Showed development of student support plan from 2015 to present - created mission/vision, aligned to ASCA standards, conducted a gap analysis, developed programming and curriculum, expanded classroom lessons (variety of lessons K-12)</p> <p>Passed around Student Support Plan (in a binder); calendar for each building, lessons broken down, can also find on Victor website on Counseling page</p> <p>Data Collection - shift focusing on ALL students, not just high needs students; figuring out best data points to use; annual progress review grades 6-12 (showed question examples from the survey); attendance; grad rates; ESSA</p>
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				<p>Spring next steps - share developments and data, challenges and celebrations</p> <p>Social, emotional, physical, mental health are the keys that drive this work</p> <p>Noticing kids using same language and vocabulary in transitions from school to school</p> <p>We could be what NYS calls a "RAMP school" (Recognized ASCA Model Program: gold standard for school counseling program) - will present at conferences in the area; proud of this accomplishment</p> <p>All of this work is still a work in progress</p> <p>CC: In the spring, can you bring back Tier 2 and Tier 3 student numbers to use in review of data?</p> <p>Discussed Panorama program in addition to School Tool and the curriculum lesson; in the process of thinking about tools to use in the classroom</p> <p>CC: In the spring, what are you expecting from us as an advisory council? What obligation might we have in regards to paperwork? Answer: we will share data, if we have any gaps or questions to think about based on that data, we can think about that for next year ... it also helps with presentation to BOE CC: It would be helpful to have that data before we meet so we can best support in our next meeting</p> <p>CC: One piece of data that would be interesting to see the level of teacher involvement across K-12 in regards to consistent content and language to carry across the school day</p>
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New Business				
5	Book Talk: I Wish My Teacher Knew	Karl, Nate, Julie and Danyelle	20 min	<p>Secondary staff created activities to debrief Chapters 2 & 3</p> <p>Split group in ½ to focus on one chapter, then switch</p> <p>Chapter 2: In terms of our students who get free or reduced lunch or come from families with limited funds - what are we doing NOW to feed those students & what could we be doing?</p> <p>Chapter 3: Thinking about the beginning of the year, is there anything you would do or say to get to know your students better?</p> <p>Picture of poster responses</p> <p>Great learning experience between elementary to high school to see each perspective.</p> <p>We want the Snack Pack group to share out to curriculum council</p> <p>Many parents in the district aren't aware of the need; would possibly donate</p>
6	<p>Teacher Leader Information</p> <ol style="list-style-type: none"> 1. What are the teacher leader positions? 2. What are the roles/responsibilities? 3. Communication: How have teacher leadership positions been communicated at the building level; How have roles and responsibilities been made clear to all staff? 4. Next Steps for CC? 	Kristin, ECS = M. Goho, INT = J. Mauro, SP ED/ AIS = T. Cheevers JH = T. Zacarrdo, SH = K. Dubash	30 min	<p>Kristin - shared a list of academic teacher leader positions (what they are) across VCS and a Teacher Leader job description from HR</p> <p>SH - have 4 teacher leaders known as dept chairs - run meetings, focus on goals, budget development, expenditures, schedule decisions</p> <p>-also have standards leaders - sole charge is working with curriculum, development, new teachers, working with a course to make sure teachers are heading in the same</p>

				<p>direction (0.4 teaching with release time) - equivalent to elementary coaches</p> <p>JH - list of dept leaders, admin meet with leaders, minutes are shared, new teachers have buddy teachers</p> <p>Int - new positions recently, Natalie math coach shared roles/responsibilities, announced at faculty meetings, science coordinator, SS coordinator, 4 ELA/5 ELA/6 ELA PLC leader, 4-6 ELA coordinator, 4 Math/5 Math/6 Math PLC leader, AIS coordinator, 4-6 Math coordinator, coordinators are for go-to questions, PLC leaders meet with admin and data analysis, also grade level chairs at 4-6</p> <p>SPED - teacher leader rep in each building, meet regularly K-12, facilitate PLC weekly, communicate to Sheila, also dept chair K-12</p> <p>Pri - just recently received info of "go to" lists, was shared with new teachers, 2 grade level chairs, +1 math/sci/ss/ela teacher leader</p> <p>ECS - used to share sci/ss with Pri but now own person, technology chair, otherwise all the same</p> <p>What are next steps that we want to understand? Members shared it was useful to get this information and have a K-12 understanding. There is no other information needed at this time. We can check in later in the year to make sure that is still the case.</p>
7	Goals Update	All	10 min	Did not get to - will carry over into next agenda
Closing				
8	Creation of Next Agenda	All	5 min	Decision:

				<ol style="list-style-type: none"> 1. Facilitator: TBD? 2. Comprehensive Guidance Plan? 3. Book Talk: Chapter 4&5? 4. Teacher Leaders? 5. Professional Development Plan? 6. TIG (Presentation) ? 7.
9	Parking Lot Attendant			<ol style="list-style-type: none"> 1. Course Proposals – NONE THIS YEAR 2. Goals Check in (Jan & April) 3. Update - TIG (last cohort) - (Feb) 4. Curriculum Management System (Feb) 5. Science: <ol style="list-style-type: none"> a. Implementation of BOCES 4 Science Kits (Feb) b. 6th Grade - Instructional Time 6. New Curriculum <ol style="list-style-type: none"> a. Fire Prevention Curriculum (Feb) b. Erin’s Law (April) 7. Study Alignment of K-12 Teacher Leader Positions 8. Update - ELA Program Review (April) 9. Comprehensive Guidance Plan - Advisory Council (January/May) 10. PD Plan <ol style="list-style-type: none"> a. Update in Dec b. Plan review/approval in Spring 11. Curriculum Writing/PD requests (May/June) 12. Update – ESSA data (October & November) 13. Update – JH & SH Secondary Tech Offerings (Dec) 14. Book Talk: I Wish My Teacher Knew <ol style="list-style-type: none"> a. Dec – Chpt 1 b. Jan – Chpt 2 & 3 c. Feb - Chpt 4 & 5

				d. March - Chpt 6 & 7 e. April - Chpt 8 & Conclusion 15. Snack Pack Presentation 16. Expectations around kids' knowledge or use of Word vs. Google, etc.
10	Round Table	All	4 min	Close:

Future Meeting Dates: 1/9, 2/13, 3/12, 4/16, 5/14, 6/11