

The Millville Area School District Curriculum Team held a meeting on Wednesday, October 12, 2016 at 5:30pm in the High School Library. There were 10 attendees total: From the School Board—Bill Berger, Jim Dodge, Colleen Eves & Jody Love; From the Faculty—Carol Troisi & Sue Stiner; From the Administration—Dee Davis, Eric Stair, Ed Sanders and Cynthia Jenkins.

The meeting began with an initial review of the cycle for subjects up for review/rewrite this school year, which include Math, Business, Technology Education and Computers, otherwise known as “Phase II”.

Superintendent Jenkins brought a proposed meeting schedule for curriculum writing consisting of 8 dates between now and December 15<sup>th</sup>, at 2 hours per session. The time frame proposed was 3:30pm to 5:30pm on the following dates: October 18, 27; November 1, 8, 15, 17; December 1, 8, 13, 15.

It was established that teachers involved would receive 2 hours of Act 48 Credit for participating. This led to a discussion about compensation for this time, as it falls outside of contractual obligations. It was stated that, for the Elementary level where teachers cover multiple subjects, there would need to be just one representative per grade-level team involved at any given session. However, this also brought to light some of the content teachers in the High School that would have multiple courses requiring writing/curriculum creation, for which he/she is solely responsible. There was a general consensus that each course requires approximately 8 hours to complete and enter into the Sapphire system. Therefore, those who are working independently towards multiple courses would endure a greater time commitment than those working within a team.

Last year, Phase I was written over the course of the school year, utilizing the time outside of instructional hours. However, there was no contract in place at that time. Within the current contract, teachers can participate in up to two one-hour meetings per month without additional compensation. The administration team has concluded that these 2 hours would be best utilized for faculty meetings and any additional training regarding data, etc.

The proposal to pay a per diem rate for the eight 2-hour sessions was originally brought forward, which led to a discussion about the commitment of time after school, and the conflict with other family obligations.

Another proposal was made to use a current half-time teacher in the mornings as a substitute, on a rotation, to alleviate curriculum-writers during instructional time (approximately 3.5 hours once every 13 school days). This would allow the writing to occur during school hours, and eliminate the need for additional time commitment or additional compensation from the district. The concerns with this particular approach were minimal, mainly revolving around teachers losing classroom instructional time with the same set of students/subjects at the same time of day.

Another idea was generated to utilize summer, non-instructional time, at a per diem rate with an understanding that there would be a maximum of 8 hours per course re-write, and that all content must be completed/submitted by June 21, 2017. There was also an idea to use the May 19, 2017 Act 80 day as a launch, which would provide 6 of those 8 hours (per course) to begin writing/entering.

Discussion continued with the vetting of the effectiveness of a “write-as-you-go” approach, which ultimately was determined to be a system challenge (Sapphire’s mapping of curriculum and content simultaneously).

Ultimately, the team *decided to offer faculty members* two options, with an understanding that the proposed options would be presented to the faculty and the School Board.

Option #1: 3.5 hours of substitute relief time during school hours, once every 13 *school* days on a rotation, no additional compensation to teachers, cost of the substitute teacher to the district

Option #2: Summer hours, 8 hours max per course, paid at a per diem rate, with a completion date of June 21, 2017

Both options may include a “launch day” on May 19, 2017 (Act 80 Day) to utilize 6 additional hours, at no additional compensation.

The combination of “launch day” and summer hours may also incorporate working forward into Phase III (to include Science, etc).

The meeting was concluded at approximately 7pm, with next steps having Superintendent Jenkins present the 2 options to both the Elementary and the High School faculty. Regardless of the option chosen, procedures will begin within the next couple weeks (verified by the School Board’s previous support of the curriculum writing cycle/schedule, and prior approval of the MEA’s contractual per diem rate).

Respectfully Submitted: Jody A. Love, School Board Director