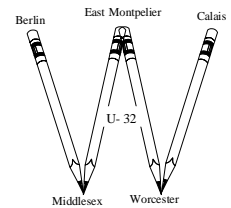


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761



**WCUUSD Quality Committee
Meeting Agenda
11.3.21 5:00-5:45 pm
U-32 930 Gallison Hill Rd. Montpelier, VT
Room 128/131**

Virtual Meeting Information

<https://tinyurl.com/uwk7abkc>

Meeting ID: 879 5254 4644

Password: 958362

Dial by Your Location: 1-929-205-6099

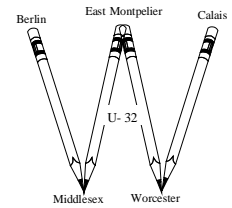
- 1. Call to Order**
- 2. Approve Minutes of 10.6.21 – pg. 2**
- 3. Discussion/Action**
 - 3.1. Review SMART Goals – pg. 5**
- 4. Future Agenda Items**
 - 4.1. Co-Curricular and Advanced Placement**
 - 4.2. Special Education, Interventions, and Drop-out rates**
- 5. Adjourn**

Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Jennifer Miller-Arsenault
Interim Superintendent



**WCUUSD Quality Committee
Meeting Minutes Unapproved
10.6.21 5:00-6:00 pm
U-32 Gallison Hill Rd. Montpelier
Room 128/131
Via Video Conference***

Present: Jen Miller-Arsenault, Kari Bradley, Flor Diaz Smith, Scott Thompson, Diane Nichols-Fleming, Ursula Stanley, Mark, Jill Olson

- 1. Call to Order:** Kari Bradley called the meeting to order at 5:00 p.m.
- 2. Approve Minutes of 5.5.21:** Scott Thompson moved to approve the minutes of May 5, 2021. Seconded by Flor Diaz Smith. This motion carried unanimously.
- 3. Discussion/Action**
 - 3.1. Recommendations for the Board's Student Achievement Goals:**

Kari suggested looking at the current goals and the implementation plan, with a particular focus on improvement of math student outcomes, one of the purposes for carefully considering and crafting goals will be for monitoring/ oversight, and for use in planning for the board as a whole. The committee reviewed and worked from the existing goals. Please refer to notes taken directly on the goals table/ document.

Implementation Plan:

Jen Miller-Arsenault explained that at tonight's Board Community Forum meeting, the leadership team will talk about some of the things that we feel we have brought to fruition (from a five year plan) and others that need more focus.

Keeping in mind that some of the language that we know and use now is different from the language in 2016 when this plan was born. Jen Miller-Arsenault feels that some of the things that are in the "Moving Forward" plan are a more modern iteration of the Implementation Plan (e.g. "social emotional learning" and "trauma informed").

Effective Practices/ Mathematics:

Jen Miller-Arsenault explained this document. The work around effective practices in math began in years past but was not put into routine use. She reviewed that we are currently participating in the SSIP (improvement process): having access to a systems coach and a math instruction coach. The current Effective Practices document (31 pages

long) is a draft that these two coaches helped improve from the original. Some of the important components of the document:

- Supports continuous improvement across the system.
- Have aligned math instruction practice with the Danielson framework.

The principals, with Ellen and Ann, over the summer, worked together with teachers on this document. An important piece of effective practice is using formative assessment and giving actionable feedback to students.

Ursula Stanley asked, is this in practice now? Jen Miller-Arsenault answered, yes, it is continually rolled out as part of professional development over the course of the year.

Flor Diaz Smith asked if this could be something that we monitor. If it's something we are already working on, can we make this part of the education quality monitoring, or board monitoring? Jen Miller-Arsenault stated that she is not sure whether the board would monitor this - but the board could be kept apprised; she would need to give more thought to the idea of the board monitoring the effective practices as stated in the document.

Scott Thompson suggested, Jen could share with the board her thoughts on when and how it might be working and report to the board based on that. Jen Miller-Arsenault stated that the coaching work is around building strengths, based on where each individual is.

Diane Nichols-Fleming asked, is there a way of knowing - what is the benchmark/ expectation and how will we know it is being implemented to fidelity; e.g. our learners should not have to wait until we have completed the cycle - if it's not working, if the scores are not moving, then we need to use a different tool.

Kari Bradley suggested that maybe the committee wants to delve more into this math document and then check in over the course of the year - how is it rolling out? How do we know if we are being successful? Even if we are just looking at processes, deciding on benchmarks? Kari stated that the second goal sets us up for the future if we are more knowledgeable about what we are doing, what we've done in the past and what is working.

Scott Thompson explained his understanding is that the implementation plan seems to work more as "standing orders." How to keep things rolling along in a good way. Maintaining what exists and growing it in a natural way. The effective practices document shows how to get from Point A to Point B. Some discussion followed about the difference between the implementation plan and the effective practices document. Jen Miller-Arsenault summarized that this document is an articulation of effective instructional practices - will lead to improved outcomes for all students - this is a means to that.

Kari Bradley asked the committee to consider how to craft a goal that delves more into the implementation plan and the effective practices, how to check in through the year and how to support this in future planning/ budgeting.

Ursula Stanley asked if taking a look in depth at special education will be part of this process. Especially since this has been an issue that has been brought up recently by some community members.

Diane Nichols-Fleming stated that we had this on the agenda to look at, along with other indicators.

Scott Thompson stated that he is in favor of including special education as a focus topic. It seems as though this is low hanging fruit.

Kari Bradley suggested the idea of crafting a goal around post-graduate outcomes, around student achievement, around special education.

Diane Nichols-Fleming asked, do we know where we stand with the CIP? What are the expectations? How does that fit with the SSIP work? Jen Miller-Arsenault shared that she had a “kick off” meeting today regarding SSIP and we are expected to sign an agreement to participate by September 11th. Re: CIP - her understanding has been that the Moving Forward Plan is the CIP for this year (with the exception of Doty.) At the Curriculum Directors’ meeting last week she heard some confusing updates - there may be some more explicit CIP work over the course of the year. But at this time she is under the impression that the Recovery Plan constitutes the CIP plan. When we wrote the Recovery Plan (Moving Forward Plan), it was before the Delta variant; so we are actually in a different place right now than when we wrote the plan.

Kari Bradley will draft new versions of SMART goals based on the discussion tonight. He asked Flor when the WCUUSD board would like to have this on the agenda. Flor suggested the first meeting in November.

4. **Meeting Schedule:** First Wednesday of each month at 5 p.m. (theoretically followed by Community Forum.) Next meeting November 3 at 5 p.m. Kari will work on revising goals in time for members to consider before the next meeting

5. **Future Agenda Items:**

- 5.1. Review goals drafted from tonight

- 5.2. Co-Curricular and Advanced Placement

- 5.3. Special Education, Interventions, and Drop-out rates

Flor Diaz Smith would like to be sure that when we are looking at special education, we are not making it separate from education. Diane Nichols-Fleming stated that it’s more a question of are we considering universal teaching as well as the individualized supports that some learners need - a “continuum of opportunities.”

Kari Bradley stated that it’s more of the systems of support overall and less about special education on its own.

Jen Miller-Arsenault suggested taking a look at MTSS with special education as part of the entire continuum.

Might be helpful as we debrief from each meeting and prepare for the next, to generate questions that have arisen.

As curriculum director, she had tried to get student voice and administrator voice; she might ask some others to help present information to the committee at future meetings.

Diane Nichols-Fleming considered, should we also begin working on FAQ? As we learn and unpack, we can answer some of these questions in a way that everyone can digest.

6. **Adjourn: The committee adjourned at 5:49 p.m.**

Respectfully submitted,

Lisa Stoudt, Committee Recording Secretary

Student Achievement Goal Draft October 2021

Proposed SMART Goal	<i>School Board complete monthly reviews of Student Learning Outcomes and establish a process for annual monitoring and analysis of student achievement by June 2022</i>
Specific	<ul style="list-style-type: none"> • What will be accomplished? <i>Board will have shared understanding of SLOs including curriculum, instruction and current achievement levels, and we will have a system for monitoring SLOs to use in the future</i> • What actions will we take? <i>Monthly reviews at our meetings, adopt a monitoring calendar and sources of evidence for future years</i> • Who needs to be involved to achieve the goal? <i>Board, Ed Quality Committee, Jen, other staff</i> • Why is this a goal? <i>Student achievement is central to our district mission and board will benefit from using a system for oversight and incorporating into planning and budgeting</i>
Measurable	<ul style="list-style-type: none"> • What data will measure the goal? <i>Completion of reviews and monitoring calendar, survey board members to gauge understanding of SLOs?</i> • What will success look like? <i>Board members have basic understanding of SLOs, we begin to utilize a system for monitoring student achievement and incorporating our analysis into future planning</i> • How much? • How well?
Achievable	<ul style="list-style-type: none"> • Is the goal doable? <i>Yes, with support from Jen and staff</i> • Do we have the necessary skills and resources? <i>Yes, we have already completed the majority of the reviews</i> • If not, can we attain the skills and resources? • What is the motivation for this goal? <i>Student achievement is why we exist and we all want to support systematic improvement</i>
Relevant	<ul style="list-style-type: none"> • How does the goal align with the broader goals of the school

	<p>district? <i>Very well, we want improvement in learning and setting up a system is necessary</i></p> <ul style="list-style-type: none"> • Why is the result important? <i>Mission critical, too complex to succeed without a system</i> • Why are we setting this goal now? <i>It is needed, achievable despite the current challenges of staff and board capacity</i>
Time-Bound	<ul style="list-style-type: none"> • What is the timeframe for accomplishing the goal? <i>Complete by June 2022</i> • How will we know that we are making progress? <i>As we complete reviews, approve monitoring system</i> • Is the deadline realistic? <i>yes, very</i>
Desired Outcome	<i>Board understanding of our SLOs and agreement on ongoing system for monitoring student achievement by June 2022</i>

Proposed Goal	<i>Prepare school board for future strategic planning by better understanding relevant existing plans and programs by June 2022</i>
Specific	<ul style="list-style-type: none"> • What will be accomplished? <i>Board will have shared understanding of Implementation Plan, Effective Instructions plan, special education and systems of support, multiple pathways and other key programs</i> • What actions will we take? <i>Plan and conduct presentations and discussions at board meetings</i> • Who needs to be involved to achieve the goal? <i>Board, Ed Quality Committee, Jen, other staff</i> • Why is this a goal? <i>Lay groundwork for future strategic planning</i>
Measurable	<ul style="list-style-type: none"> • What data will measure the goal? <i>Calendar of meeting topics</i> • What will success look like? <i>Completion of calendar, board demonstrates understanding of topics, able to utilize in future planning</i> • How much? <i>Regular presentation/discussion (possibly every other month following completion of SLO review)</i>

	<ul style="list-style-type: none"> How well? <i>Appropriate for board member understanding (able to consider in planning and budgeting)</i>
Achievable	<ul style="list-style-type: none"> Is the goal doable? <i>Yes</i> Do we have the necessary skills and resources? <i>Yes, primarily requires our time and attention, and staff support</i> If not, can we attain the skills and resources? What is the motivation for this goal? <i>Important step to prepare for strategic planning which will be key to making progress on student achievement</i>
Relevant	<ul style="list-style-type: none"> How does the goal align with the broader goals of the school district? <i>Very well, highly relevant to future resource allocation and student achievement</i> Why is the result important? Why are we setting this goal now? <i>Not able to initiate strategic planning at this time but can prepare ourselves</i>
Time-Bound	<ul style="list-style-type: none"> What is the timeframe for accomplishing the goal? <i>Complete topics by June 2022</i> How will we know that we are making progress? <i>As we complete calendar items, board members express satisfaction with discussions</i> Is the deadline realistic? <i>Yes</i>
Desired Outcome	<i>Board and Leadership Team have shared understanding of current plans and programs, feel better prepared to undertake strategic planning by June 2022</i>

[From University of California SMART Goals: A How to Guide](#)