



Barre Unified Union School District

Spaulding High School
Central Vermont Career Center
Barre City Elementary and Middle School
Barre Town Middle and Elementary School

Chris Hennessey, M.Ed.
Superintendent of Schools

A rock solid education for a lifetime of discovery

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MEMORANDUM

TO: Barre Unified Union School District Curriculum Committee
Michael Boutin (Chair), Chris Parker, Nancy Leclerc, Melissa Battah, Rachel Aldrich

DATE: April 25, 2023

RE: BUUSD Curriculum Committee Meeting
May 3, 2023 @ 6:00 pm
In-Person: Spaulding High School Library, 155 Ayers St, Barre
Remote Options: Google Meeting ID: [meeting link](#)
Phone Number: 1-413-327-0525 PIN: 177 328 274#

If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law.

AGENDA

1. Call to Order
2. Organize
3. Additions/Changes to Agenda
4. Public Comment
5. Review/Approval of Meeting Minutes
 - 5.1. Meeting minutes from February 2, 2023
 - 5.2. Meeting minutes from April 5, 2023
6. New Business
 - 6.1 Curriculum Committee Reimagined
 - 6.2 Parking Lot Reimagined
7. Old Business
 - 7.1 Corrected chart (Feedback on Coaching Model) from 4/05/23 meeting
8. Other Business
9. Items for Future Agenda
10. Next Meeting Date: June 7, 2023 at 6:00 pm, SHS Library or via Google Meet.

11. Adjournment (appreciations and gratitude)

Parking Lot of items:

- A. Cost/Benefit Analysis of Effectiveness of Curriculum Consultants - (Alice Farrell / Jan. 2023)
- B. Assistance and Guidance for Staff with Emergency or Provisional Licenses - (Alice Farrell / Jan. 2023)
- C. Summary of Overall Feedback from Professional Development Days (do at end of summer) (requested by Alice Farrel – February 2023)
- D. Consolidated Federal Programs
- E. Review of SBAC Scores
- F. Hexagonal Thinking Exercise (added by Committee April 2023)
- G. Strategic and Recovery Plans - Updates for the Current Year and Going Forward - (for Curriculum related items) - (added by Committee - April 2023)
- H. Overview of New Testing Developed by Cognia - (SBAC Replacement) - (added by Committee April 2023)

BOARD/COMMITTEE MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

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BARRE UNIFIED UNION SCHOOL DISTRICT CURRICULUM COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
February 2, 2023 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Sarah Pregent (BC) – Chair
Paul Malone (BT) – Vice Chair
Rachel Aldrich-Whalen (BC Community Member)
Melissa Battah (BT Community Member)
Nancy Leclerc (At-Large)
Chris Parker (BT)

COMMITTEE MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Karen Fredericks, Director of Curriculum, Instruction, and Assessment

OTHER BOARD MEMBERS PRESENT:

Alice Farrell
Sonya Spaulding

COMMUNITY MEMBERS PRESENT:

Pamela Ahern
Michael Boutin
Cassandra Demarais
Karen Heath
Sarah Helman
Josh Howard
Bern Rose
Rachel Van Vliet

1. Call to Order

The Chair, Mrs. Pregent, called the Thursday, February 2, 2023, BUUSD Curriculum Committee meeting to order at 6:01 p.m., which was held at the Spaulding High School Library and via video conference.

2. Additions and/or Deletions to the Agenda

None.

On a motion by Mrs. Leclerc, seconded by Mr. Malone, the Committee unanimously voted to approve the agenda as presented.

3. Public Comment

None.

4. Approval of Minutes -

4.1 January 5, 2023 Curriculum Committee Meeting Minutes

On a motion by Mrs. Leclerc, seconded by Mrs. Battah, the Committee unanimously voted to approve the minutes of the January 5, 2023 BUUSD Curriculum Committee Meeting.

5. New Business

5.1 DSA – Developmental Spelling Analysis

A document titled ‘Fall to Winter Developmental Spelling Analysis Growth Comparison’ was distributed.

Ms. Fredericks provided an overview of the document, noting that the ‘at or above’ proficiency rate has risen from 51.39% to 59.08%. Ms. Fredericks advised that the data represents a broader approach (all students in grades 2 through 6). An increase of .5% or higher indicates that students are on track for more than a year’s worth of growth. Data has been broken down at the classroom level, which

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will allow faculty to identify where more supports or interventions are needed. Mr. Malone queried regarding the availability of a side by side comparison with fall 2022 data. Ms. Fredericks advised regarding the literacy component represented by the data.

5.2 Professional Development

A document titled 'BUUSD Professional Development' was distributed.

A document titled 'January PD Feedback Summary' was distributed.

Ms. Fredericks provided an overview of the process for selecting and planning for professional development. In the past there has been a steering committee to make professional development recommendations. Ms. Fredericks is working with the BEA President to get this steering committee back in place. In lieu of the steering committee, Ms. Fredericks has been taking direction from professional learning group facilitators, curriculum leaders, team leaders, and administrators. Additional feedback will be received from other District personnel, from each of the buildings, and over different grade levels. Ms. Fredericks provided a brief overview of Professional Learning Groups, the Coaching Model, the Mentor Program, co-planning, and co-teaching. It was noted that there is also District aligned professional learning (including the use of data analysis and program related training), as well as external learning opportunities (per the contract). Non-contract related training is also available and is subject to approval and various conditions. Mrs. Farrell voiced a 'continuing concern' regarding the lack of reporting by outside contractors who provide professional development (numbers of staff trained, specific training provided etc.). Ms. Fredericks advised contractors do not submit reports, but she does distribute a survey for staff feedback. Ms. Farrell requested that a survey summary report be provided towards the end of the academic year. Mrs. Farrell suggested that there may be staff members whose expertise is equal to or greater than what some of the outside contractors provide. In response to a query, it was noted that attendance at professional development days is required. A community member suggested that it might be beneficial to have a volunteer group of parents provide input on professional development days, to provide a different perspective on providing services to special needs students (e.g. autistic, Down Syndrome). A community member expressed her appreciation for this evening's discussion and queried regarding the ability for community members to attend professional development days so that they may be better informed/prepared on how to work with children in the private sector. Mrs. Pregent will forward Ms. Rose's request to Ms. Fredericks so that she can reach out and advise regarding the best way for community members to receive training. Ms. Fredericks answered additional questions from the Committee, including; creation and alignment of curriculum and standards, addressing accessibility issues, availability to participate in mentorship, the lack of definition from the State on what schools should be teaching, designing curriculum based on defined standards that need to be met, challenges faced by students who transfer in from other districts, challenges posed when teachers create units in isolation (more alignment is necessary), the need for continuity in instructional practices, loss of momentum during the pandemic, staff turn-over, the loss of 'release time' during the day due to the lack of substitutes, the use of grant funds to provide this opportunity outside of the normal work day, and the low response rate to the mid-year check-in survey. Mrs. Heath, instructional coach, advised regarding the new math programs the mentorship program, and confirmed that her work spans both of the elementary and middle schools (in an effort to improve alignment and equity). It was noted that the new math program just started this year and it is too early to see the benefits or consistency for students entering the high school. Ms. Fredericks cautioned that research and best practices seem to change frequently, so adjustments need to be continually made. Ms. Fredericks provided an overview of the survey results from the January Professional Development survey. Information will be provided regarding the number of teachers and para-professional staff (to assist with determining the percentage of PD attendees who responded to the survey).

6. Old Business

None.

7. Items for Future Agendas

Brief discussion was held regarding the ability of receiving/reviewing SBAC scores (from Spring 2022) broken down by school, including how the District's schools compare to other schools in the state. (Data is currently embargoed).

Mrs. Pregent requested that Mrs. Battah and Mrs. Whalen e-mail her regarding their interest in continuing on the Committee for another year.

The March Agenda will be determined by the 'new' Committee.

Add to Parking Lot:

- Summary of Overall Feedback from Professional Development Days (do at end of summer) (requested by Alice Farrel – February 2023)
- Feedback on Coaching Model (April or May) (requested by Nancy Leclerc - February 2023)
- Review of SBAC Scores

8. Next Meeting Date

The next meeting date is to be determined.

9. Adjournment

On a motion by Mr. Malone, seconded by Mrs. Leclerc, the Committee unanimously voted to adjourn at 7:01 p.m.

Respectfully submitted,
Andrea Poulin

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BARRE UNIFIED UNION SCHOOL DISTRICT CURRICULUM COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
April 5, 2023 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Michael Boutin (BC) – Chair
Rachel Aldrich-Whalen (BC Community Member)
Melissa Battah (BT Community Member)
Nancy Leclerc (At-Large)
Chris Parker (BT)

COMMITTEE MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent
Karen Fredericks, Director of Curriculum, Instruction, and Assessment

OTHER BOARD MEMBERS PRESENT:

Giuliano Cecchinelli
Terry Reil

COMMUNITY MEMBERS PRESENT:

Alice Farrell

1. Call To Order

The Superintendent, Mr. Hennessey, called the Wednesday, April 5, 2023 BUUSD Curriculum Committee meeting to order at 6:00 p.m., which was held at the Spaulding High School Library and via video conference.

2. Organize

2.1 Elect Chair

Mr. Hennessey requested nominations for the position of Curriculum Committee Chair
Mrs. Battah nominated Mrs. Leclerc for the position of Curriculum Committee Chair. Mrs. Leclerc declined the nomination.

Ms. Parker nominated Mr. Boutin for the position of Curriculum Committee Chair. Mrs. Battah seconded the motion.
Mr. Boutin declined the nomination. Brief discussion was held. Mr. Boutin agreed to accept the position of Chair.

On a motion by Ms. Parker, seconded by Mrs. Battah, the Committee voted 4 to 0 to elect Mr. Boutin as Chair of the Curriculum Committee. Mr. Boutin abstained.

Mr. Boutin facilitated the remainder of the meeting.

2.2 Elect Vice Chair

Ms. Parker nominated Mrs. Leclerc for the position of Curriculum Committee Vice Chair. Mrs. Leclerc declined the nomination.

Mrs. Aldrich-Whalen nominated Ms. Parker for the position of Vice Chair. Ms. Parker declined the nomination.

There were no additional nominations.

On a motion by Mrs. Battah, seconded by Mrs. Aldrich-Whalen, the Committee unanimously voted to table discussion of the position of Vice-Chair until the next Curriculum Committee meeting.

3. Additions and/or Deletions to the Agenda

Delete Agenda Item 5.1 - Approval of Minutes. (Minutes were not included in the packet).

On a motion by Mrs. Leclerc, seconded by Mrs. Aldrich-Whalen, the Committee unanimously voted to approve the Agenda as amended.

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4. Public Comment

None.

5. Approval of Minutes -

~~— 5.1 February 2, 2023 Curriculum Committee Meeting Minutes~~

6. New Business**6.1 Feedback on Coaching Model**

A document titled BUUSD Coaches/Integrationists Feedback August – February 2022 – 2023’ was distributed. Ms. Fredericks explained the graphs, advised regarding the coaching cycle (6 to 8 weeks long), provided an overview of the coaching cycle, and advised that not many staff have completed the coaching cycle, thus the lower number of responses. It was noted that coaching is very new at SHS, which had 7 responses. Ms. Fredericks answered questions from the Committee, including the implementation of action steps to facilitate improvements in areas where staff provided feedback that coaching was not very helpful, the impact to students’ learning, the number of instructional coaches (currently working at 2/3 capacity – 2 for K through 8, and 1 at SHS), the optimum number of coaches (5), plans to share positive feedback with staff (Coaches Corner News Letter), coaching for new staff (currently not enough coaches to serve every new teacher), and various areas addressed as part of coaching,

6.2 Hexagonal Thinking Exercise

Ms. Fredericks advised regarding the exercise; Hexagonal Thinking exercises are utilized to assist with making connections between topics and sharing about those connections. Hexagonal Thinking exercises can be beneficial to both administrators and instructional staff. It was agreed that the exercise would be more beneficial for the Committee, if it was performed at a meeting when more Committee Members are physically present. This item will be added to the Parking Lot and will be added to an agenda when more individuals are physically present.

7. Old Business

None.

8. Items for Future AgendasAdd to Parking Lot:

- Hexagonal Thinking Exercise (added by Committee April 2023)
- Strategic and Recovery Plans – Updates For the Current Year and Going Forward - (for Curriculum related items) – (added by Committee – April 2023)
- Overview of New Testing Developed by Cognia - (SBAC Replacement) –(added by Committee April 2023)

Brief discussion was held regarding the status of the Committee (should it remain a standing Committee or not), and presenting this topic to the Board.

9. Next Meeting Date

The next meeting is Wednesday, May 3, 2023 at 6:00 p.m. at the Spaulding High School Library and via video conference.

10. Adjournment

On a motion by Ms. Parker, seconded by Mrs. Aldrich-Whalen, the Committee unanimously voted to adjourn at 6:44 p.m.

Respectfully submitted,
Andrea Poulin

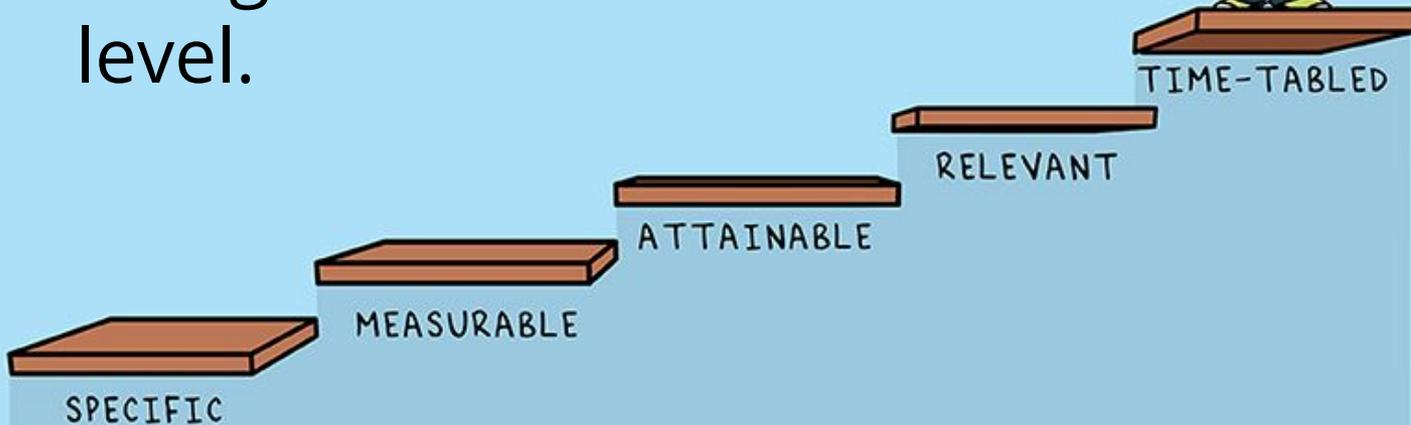
Curriculum Committee

— Reimagined —

No More Curriculum Committee Meetings just to have them!



SMART Goals versus endless presentations that are weighing staff down and are already being done at the board level.



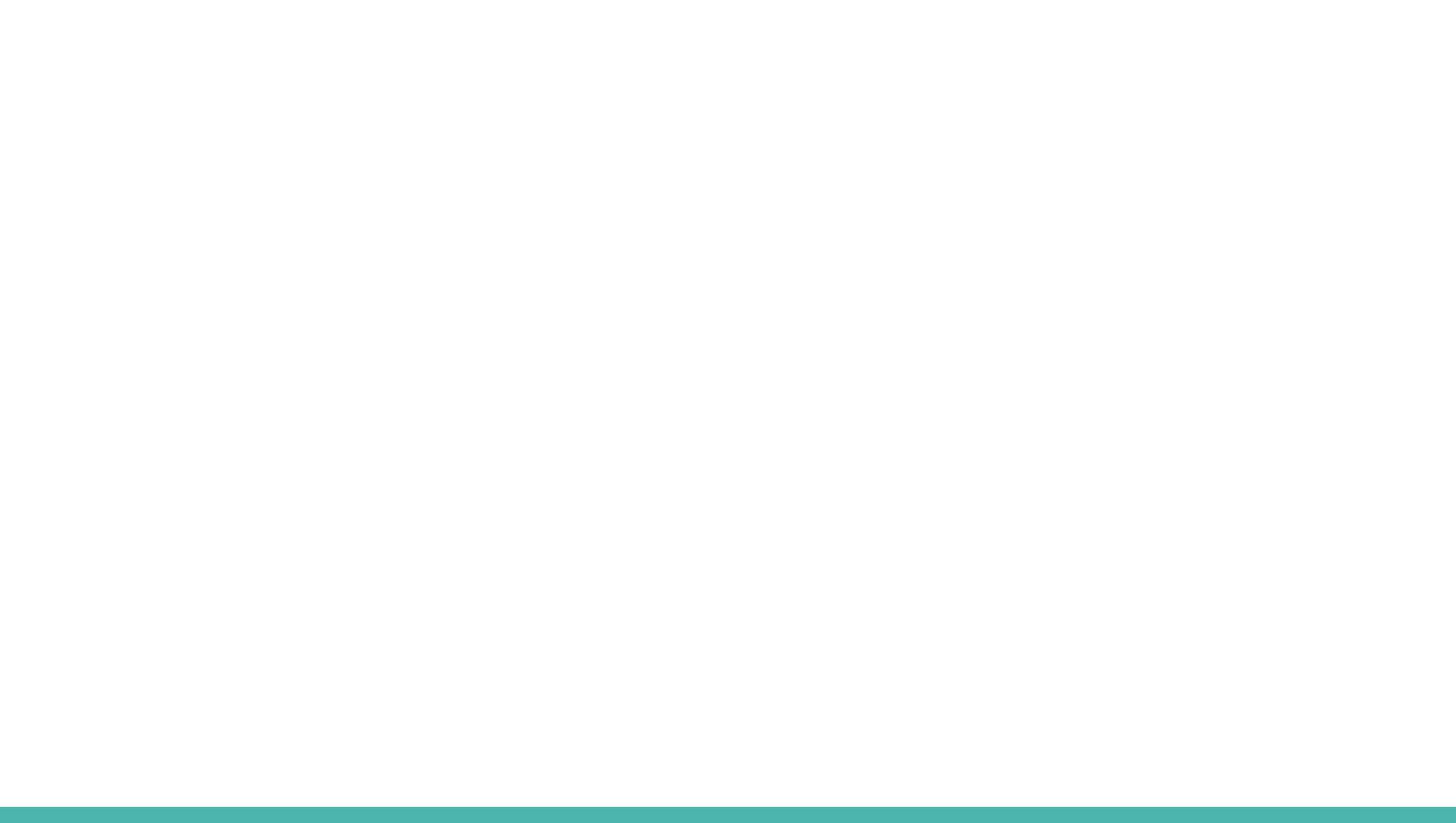




Address issues/dilemmas as they arise

Have staff and community members in to use their expertise.

Thoughts & Comments?



For each of the ways you have interacted with a coach, integrationist or coordinator, please indicate how helpful that activity has been.

High School - 7 responses

