

# Instructional Leadership Council

## Meeting Minutes for September 29, 2022

**Attendees:** Julie Barker, Gina Brown, Angie Carpin, ~~Dwayne Carbone~~, Heather Clayton, Maribeth Curran, ~~Kathy Curtis~~, Shana Cutaia, Colleen Emmons, Liesa Ehrlich, John Halldow, Sarah Jacob, Amanda Kirkebye, Matt Kwiatkowski, Sheila Lecce, Lenore McPherson, Kate Milne, Jodi Orman, Mark Puma, Teresa Roets, Tish Romas, Brian Shafer, Toni Stevens-Oliver, Melanie Ward, Elizabeth Woods

**Chairperson:** Melanie Ward

**Co-Chair:** Julie Barker

**Note Taker:** Laurie Hummel

*Approved Minutes are on the Pittsford School District ILC webpage and members can access in Microsoft Teams.*

**Minutes from June 2, 2022 meeting:** Approved.

**Agenda:** Approved

**Committee Code of Conduct:** Members reviewed and signed the code of conduct. It is an important reminder that all are representing a constituent group. As a committee we respectfully engage in challenging conversations that need all perspectives.

**Constituent Sharing:** This is an opportunity for members to share feedback and updates from their constituent groups regarding work related to ILC goals.

**CRMS:** 8<sup>th</sup> graders will go on a field trip to the EquiCenter.

**BRMS** took 6<sup>th</sup> graders to Camp Arrowhead as a community building activity.

**Middle schools** are focusing on community and relationship building. Creating lessons and activities teaching kindness and core principles.

**ACE** PTSA purchased "I Wish You Knew" by Jackie Kramer for the building. The story gives the perspective of the teacher and student. As a connecting classroom activity, each student has a petal to share what they "wish you knew" about them. A wonderful way to start the school year.

**PRE:** This month's community building book selection, "That's Not My Name" by Anoosha Syed, is paired with class activities around that theme. Staff members are keeping an eye out for students that exemplify building community.

**Art Departments** are using the CR-SE Framework to guide the identity units in the art classrooms.

**MHS** is continuing their equity goals work. Student Council is looking at possibly doing a "Heritage Day."

**PTSA:** The Supersale is coming up in October. Students can volunteer for community service hours. Come and shop!

**MCE** Students created artwork with sunflowers on a blue background that was then made into postcards with positive messages. The cards with supplies will be sent to Ukraine. Students are hoping to find pen pals as well. The idea came from a Mendon Center Elementary fourth grader.

**MCE's** theme this year is "I am me," with activities focusing on each person's individuality and what they bring to their group.

**TRE** is getting to know a new principal, office staff and several new teachers. The building is working on setting priorities.

**Standards Leaders** are continuing work on many topics from last year.

**Teacher Center** offered over 169 activities this past summer with 4700 participants.

Equity and inclusivity initiative offerings included a new Equity Series created by PCSD teachers.

**Special Education:** The district and PTSA will celebrate Inclusive Schools Week during the first week of December. Unified bowling will start shortly. Best Buddies chapters are forming. We are the first district in NYS to have chapters in every building.

**ILC goals:** The ASI refreshed the committee on the work that will continue in the goal areas that were established at previous meetings.

Curriculum and Assessment: All students will have access to a guaranteed and viable curriculum that meets their needs and enables them to learn at high levels. Standard leaders will update curriculum templates to reflect where we are at this point.

Instructional Practices: Continuing support of new and innovative instructional practices. (Technology, culturally responsive practices, next generation skills, assessment analysis to inform instruction.)

Education Structures: Committee work on identified structures that support a healthy learning environment.

Partnerships: Making sure all kids have opportunities to engage with community partnerships.

**ASI recommendation to ILC:** Asking for approval to reform the Grading Ad Hoc Subcommittee.

The committee discussed concerns for supporting structures and readiness to move forward.

Decision: Committee agreed to pull together an ad hoc committee to focus on supporting teachers and students with grading practices that reflect the District's Grading Philosophy.

**Book Club:** Julie Barker and Melanie Ward are offering a virtual book club experience with "A Repair Kit for Grading: 15 Fixes for Broken Grades" by Ken O'Connor. One of PCSD's grading practices is featured in the book.

**ILC work related to district equity goals:**

We did a quick review of the District Equity Goals that are connected to the responsibilities of the ILC. Those goals are:

- Embedded professional learning for all staff
- Examine 4-6th grade math grouping practices
- Reduce barriers to AP enrollment
- Update K-12 social studies to align with CR-SE Framework
- Identify common E/LA resources to align with CR-SE Framework
- Incorporate SEL Benchmarks into curriculum
- Develop equity analysis protocols

**Data Snapshot:** The committee engaged in a collaborative inquiry process looking at data for attendance, graduation rate, and achievement.

The committee discussed thinking in smaller groups and shared with the large group.

**Course Proposal:** Presented by Business Standards Leader.

This proposal has been to DSLT and SAC for feedback. After adjustments, the proposal is presented to ILC to approve/disprove presentation to the Board of Education to add to the Program of Studies.

Course: Data Driven Business Analysis

Synopsis: Teaching the use of data to drive decisions in business, Microsoft Excel and Access skills.

Presentation Points:

- This is not a brand-new course but an existing course with change to 40% of the content.
- Updates came from review of course content in response to graduate survey data, CTE certification review process, identification of future workforce needs, and inclusion of Next Generation Skills.
- Concerns discussed around spreading audience too thin. No prerequisites to increase audience.

ILC Community Representative offered a connection between PCSD high school students and Pittsford Business leaders.

Decision: All in favor of moving the proposal forward.

Next Steps: The BOE will receive the course proposal at an upcoming meeting. If approved, the course will be included in the 2023-24 Program of Studies.

**DPT Committee Survey:** The committee reviewed the results of the ILC committee survey to identify strengths and opportunities for improvement as a committee.

Overall summary:

Most felt the work done is purposeful and important. Representative voice is valued.

Opportunities for a committee growth:

- Be self-aware to give opportunities to others to speak.

- Remember this committee can set a meeting for a longer day when needed.
- Find ways to express the context and care taken when making decisions or when presenting new documents. Take more time to discuss how to share out.

**Round Table:**

TRE welcomed Israeli partnership return.

PRE designated National Blue Ribbon School.

High Schools are excited about reinstating field trips.

**Share with constituent groups:**

- ILC goals.
- Work related to District Equity Goals.
- Virtual Book Club offering.
- ILC received a course proposal from High School Business Dept. and will be sending it to the Board of Education.

**Next Meeting:** November 3, 2022