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BARRE UNIFIED UNION SCHOOL DISTRICT CURRICULUM COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
September 4, 2024 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Alice Farell (BT), Chair
Garrett Grant (BC)
James Carpenter (BT)
Catherine Whalen (BT)

COMMITTEE MEMBERS ABSENT:

Bern Rose (BC)

OTHER BOARD MEMBERS PRESENT:

Nancy Leclerc

ADMINISTRATORS PRESENT:

JoAn Canning, Superintendent
Amanda Riggleman, Director of Curriculum, Instruction, and Assessment
Denise Maurice, Principal

COMMUNITY MEMBERS PRESENT:

1. Call to Order

The Chair, Mrs. Farrell called the Wednesday, September 4, 2024, 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. Additions and/or Deletions to the Agenda

None

Mr. Garrett moved to approve the agenda as presented, seconded by Mr. Carpenter, motion passed unanimously.

3. Public Comment

None

4. Approval of Minutes

4.1 June 5, 2024, Curriculum Committee Meeting Minutes

Mrs. Whalen moved to accept the minutes as written for June 5, 2024, seconded by Mr. Grant, motion passed unanimously.

5. New Business

5.1 Introduction of New Director of Curriculum, Instruction and Assessment

Started in Virginia, teaching High School Science for nine years, and moved into administration. Taught various science courses, levels, and types from science to biology honors. Very diverse Title I high school with a significant English Language Learner population. She has a lot of experience, both in differentiating instruction, and curriculum. Curriculum writing work in terms of a new environmental science course with the district, implemented from state guidance. Moved to Vermont to be an Assistant Principal. Been enjoying learning all about the schools and the systems here in Barre. Firmly believes that all students deserve a high-quality educational experience so that they're able to find their passions, their opportunities, and have the skills to reach those. Believes that it shouldn't be by chance. It should be by design that all students have access to high-quality instruction and experience here.

5.2 Review accomplishments and work of the committee to date

Attempted to rejuvenate this committee by developing a calendar. The plan is to have reports from the director, have questions from parents and teachers, and also beginning to build a coordinated curriculum outline. What happens in kindergarten, first, and second grade, and how does that move up through the line? We ended the year by really having a very strong report from various teachers in the elementary schools about what it is that they do, how they function, and what their needs are. What their Challenges are and what their work is in the day-to-day instruction. Our plan is to work on community engagement also. Hopefully, we'll invite more teachers and educators. This committee provides fluidity to invite and hear out individuals. To ask questions and to become aware of all that's being taught and done. Mrs. Fredericks really should be commended because she put teachers coming to the committee together. She

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actually put the hard evidence in place, like inviting particular people and giving them a heads-up as to what the questions might be. We appreciate the work that she did for that. And now it presents us with the opportunity to build on that and go forward with what we need to do and do what needs to be done in an organized fashion.

5.3 Possible Charge of Committee

What is our mission and how do we want to see that expressed?

The full board usually gives the charge. This is your purpose, this is what we want you to accomplish, and then you report back to the board on that.

Start at the Policy level determining what policies this committee can get its arms around. What do we want to work on, and what will help propel our district to success? We need to continue to work on the structures in place. VSBA has some sample policies we could look at to see if they work for us. Policy defines the make up of the committee. It could stipulate the number of board members, the role of the Director of Curriculum, and role of the Superintendent. There's a couple that more revolves around the committee working with Director of Curriculum and instruction. Assist in making those decisions to report back to the board. In the policy it does usually have a reporting process. After recommending a policy to the full board, the Director of Curriculum could work with the administration to develop a set of procedures that will inform the board how we are implementing policy..

In developing a charge for us, what do we as a committee want to accomplish? How do we want our schools to make decisions? How do we want that feedback to come back? How do we shape how decisions are made? How do we make sure it's going back to the board? How can we communicate that? How do you decide where to spend your money and how do you tell us whether or not it's working?

- Community Outreach - How can we get plugged into that and make people feel like they're a part of the school and really understanding what the curriculum is
- Retain face-to-face connection - Overcommunication with electronic communication
- Standardized Reporting - decision-making and increased understanding through our reports
- Be ambassadors - sort of be the board and community go-between. Adds another layer of good communication, informed small group
- Give the story behind the numbers needed
- Support the Board in information-seeking and sharing
- Information about our curriculum is accessible and understandable
- Review and update Strategic Plan

Ms. Canning will take what everyone has said tonight and continue to work with Mrs. Riggleman. She'll circle back to the board at the end of October with her goals, and she'll have not just goals for the superintendent but some suggestions for the committee charge. The plan will be laid out in terms of months and how you're going to accomplish it. Then, the board can adopt it or make changes to it at that time.

6. Old Business

None

7. Other Business.

8. Items for Future Agendas

- Developing a charge
- Strategic Plan Review
- Policy to support committee work

9. Next Meeting Date

Next meeting TBD

10. Adjournment

Mr. Grant made a motion to adjourn, seconded by Mr. Carpenter at 6:58 p.m.

Respectfully submitted,
Tina Gilbert