

Minutes IC Meeting November 17, 2016

Meeting attendance: Laura Alegria, Celia Banks, Chris Bucchi, Jen Bury, Sandra Citron, Gina Crespo, Sara Elwood, Sherri Hope, Ramiro Juarez, Joyce Juenger, LaShawn Lomax, Karen Lopez, Patricia Makishima, Jane Mursewick, Lisa Rabe, Hilda Rivera, Lori Rosengarten, Joe Sieczkowski, Nicole Senn, Katie Stan, Brigid Trimble, Jennifer Williamson, Mary Wojtczak, Trisha Shrode

Absent: Lynne Kuhn, Veronica Ryan

Guests/Observers: Jeff King, April Wells, Terri Lozier, Randall Ellison, ROE Students-Damiani McHughes and Nicolle Sanchez

October Minutes: Motion to approve edited minutes. One change made to PreK-12 Information and Digital Literacy Curriculum, Rationale date changed from 1996 to 2003. Approved. 22 – Approve, none opposed, 1 abstained

Action Item:

- PreK-12 Information and Digital Literacy Curriculum
 - Motion to approve Approved. 14 – Approve, 8 opposed, none abstained

Pre K-12 Information and Digital Literacy Curriculum-Celia Banks

Discussion:

Can staff be added to elementary buildings?

The Literacy team is looking to add additional support, proposals are being created to add instructional tech position to support the para in the library. This is not currently part of the proposal since this is a curriculum proposal.

What does timeline look like?

Hard to tell at this time since this depends on building needs, they would need to be assessed first. Also, depends on the district funds based on how many applicants there are.

Who is the voluntary PD open to?

There will be PD for teachers and library staff during the summer and it will be offered again during the August PD.

Who are Media Specialists?

Certified teachers. Para pros will need teacher assistance.

How do you fit different curricula together? Teachers really need support. Coordinators are working to get them all integrated to get training to teachers.

Everything goes to Title I schools, other schools left to fund themselves, what about the rest of us? When proposals are submitted they are for all schools, Celia's current proposal is to support all elementary libraries. Title I funds can only go to Title I schools.

There is only limited time spent in the libraries due to other classes, how much will the students get out of the library if they only have 30 mins to use it? Also, libraries open 3 weeks after school starts, then closes early (before the end of the school year). There is currently very limited time in the libraries. The library is not closed while the para is working. New ideas to use the library outside of the 30 minute time frame can be discussed in upcoming PD.

There seems to be inequity between Title and Non Title schools-as a district this is not addressed, can't rely on parent involvement/funds to get what Non Title schools need. They don't get same resources. All buildings get same books, library, etc., It might be helpful to bring Marci Short to discuss or create a PPD session regarding Title I, all agree that would be helpful.

What does this look like at the PreK sites? Celia and Jackie will have to discuss additional support. Right now they would be same as elementary schools.

Could there be a "Lesson Study" PD session? If teachers see a model lesson this will help. This could be possible.

Were Media Specialists in place in the models observed? There is still concern about approving this proposal since seems like there are so many questions. Some sites had Media Specialists present some didn't. There were places that had makerspaces where a librarian was not present. Celia and Jackie are looking into what is needed based on teacher feedback to make this successful.

Going back to makerspace What would voluntary PD look like, how effective will it be? Don't feel this should be voluntary. There would be mandatory PD, ie. regarding curriculum. The voluntary PD is for additional support like using a 3D printer, creating movies, how to use green screens. These would be offered after school and also during PPD. One of the reasons of rolling all of this out over the years is to ensure that all understand how to get the most out of maker space.

There may be backlash from staff. They may be overwhelmed with all of this. If this doesn't pass, do we then continue with the outdated standards? Yes.

Many elementary para pros don't even know that there are standards.

There isn't a connection to the early learning standards so Sandy Citron will touch base with Celia.

Do the paraprofessionals receive training? This has gotten much better since Celia has worked on this. They have received PD in skill areas that needed strengthening. Secondary schools have certified librarians but there is still a teacher plan when a class uses the library for research, etc.

When taking the Media Specialist position into account was the Danielson framework considered? The team looked at many different models/frameworks and melded them together to create a unique description.

Celia would like to have feedback from those who opposed the proposal so items could be taken into consideration of the rollout. Items of concern should be added to the exit slips.

Tech Plan Update-Jeff King

Updates:

- Wireless infrastructure implementation at schools (except Wayne and Hillcrest- they have old access points)
- Purchase of 1200 document cameras
- 6 devices per room at elementary level
- 75% of classrooms have projectors, installs have begun again
- PD- improving the end user experience

- Moving towards a model that every school has a tech

How we've progressed:

- Over \$10 million spent to improve schools
- Hoping to have Wayne and Hillcrest wireless
- Support model
- Hours increased at high schools-level 1

What's being worked on:

- Investing funds to create a back-up data center-2nd location at KWMS, will work on this over Christmas break and Spring break
- Will survey teachers and principals about utilization of carts-some problems are carts are not charged or not used for over a month so updates take 30 mins. iPads are easier to use in this aspect, laptops run into more issues. Need to evaluate devices for next year's purchases.
- Support model-until device types are clearly defined then support model will be reviewed/evaluated. Model will remain same for now .
- Lag time between order and delivery of device-This has not been handled as efficiently as it could be. Imaging was taking up to 6 hours instead of 1 hour. Cut down to 2 hours due to changing way of pulling imaging from correct location. The Tech team has worked with Bruce Phelps and Ricky Sparks to help with purchase time.
- Digital Library-working on two high schools right now, hopefully will work on the other three next year. Working to ensure they are set up right the first time. Tefft did create some changes with title funds already. This will take a few years. Starting in mid school year, had to make sure had funds before started. Will know more of what can be done moving forward after spring break.

What's next:

- Focus on large format displays, get rid of TVs out of classrooms. Try to work on a block of schools over the next two summers
- Right devices - support model
- Have kids bring own devices-work on filters before that is allowed
- Convert libraries into learning commons-looking to pull data to track book checkout history, HS is very low, elementary is a lot higher. Look at how HS are using space and what is needed to convert the space.

Discussion:

What is plan to update outdated resources? Old smartboards, computer? Some schools requested to keep old equipment, if utilization is low these need to be removed especially since they are out of warranty. This summer all inventory will take place. Smartboards are going to be upgraded. Principals should contact your Math coordinator and Trish if you have opened a ticket and have not received a response for one of your smartboards. Elementary schools should have principals contact their Assistant Superintendent and Jeff.

Some Kindergarten teachers have secured color printers. IS is not aware of this.

Why is tech working an hour before teachers arrive at school but leaves early before school ends? He's not available for student/teacher needs. They are at will employees who work 4 hour days, there is flexibility with this. The principal can contact Rae to discuss hours needed.

What is the plan to work with different curriculum/support? Trish explained that proposals already include tech needs. PD and playdates are also planned to provide tech support for proposals.

When do you expect survey? After Christmas

Special Ed needs-Have Special Ed team reach out to IS to discuss.

Could laptops be inventoried/numbered by area to designate where they actually belong within the schools? The building is creating this divide. The equipment is not sent to schools for specific departments, it is up to the schools to ensure all have access to the equipment. Jeff can look into using google to create a schoolwide utilization log for laptop use.

Printers at the high school level, are they divided? Currently there is one printer for a department of 27 teachers, when it breaks down this causes issues. Building administrators should contact Ricky Sparks to discuss replacement.

Four ILP classes need ColorMaker for communication, need color printers. The Special Ed administrator should be contacted with special requests.

Which printer devices does the district support in a building? Stand alone printers are supported by IS, all ink cartridges are paid for by department.

At the elementary level, who's in charge of maintaining devices, who gets what? The school's administrator is responsible for this.

Gifted/Academy Updates:

Discussion:

What is AIM? A pathway to provide students talent development. This team spends about 45 mins in classrooms while teachers observe. This is taking place in 2nd and 3rd grades this year.

Why are we not seeing this in Non Title 1 classes? Minority students in Non Title 1 classes are out of luck. ID protocol is based on comparable student groups. Group uses group specific norms. Principals have opportunity to have AIM team come to school with consultant based opportunity since gifted team is made up of only six members.

Why are CogAT testing results not shared with teachers? FERPA violations are an immediate cause for dismissal.

Is one measure weighted more than another? ie, CogAT vs MAP? achievement and ability are two distinct measurements. Bands of proficiency are viewed.

Is it possible to share the checklist results? This could be considered.

Are all student groups looked at with no cap/maximum? Correct. There is a district cohort, all 3rd graders are tested.

Once students are in the program how are teachers/students supported in regards to behavior issues? PD sessions, including the emotional domain, are available for teachers.

Is there a separate curriculum for gifted? There are different curricular resources

PD conflicts-determined a schedule to ensure teachers have a balance of sessions

PD options for teachers? sessions provided-overview of AIM, looking to offer science rollup

AIM is also in Dual Language, how does this work? 2nd grade AIM is delivered in Spanish.

Comment-The process for identifying the top ⅓ of the sixth graders was very time consuming, containing 52 questions, could this be more clarified for next year? Maybe this could be provided with more time so teachers can prepare.

For a student who refuses ignite program do they get other similar services? Can't offer ignite at other sites.

Proposed Timeline- Updates:

Curriculum approved to begin implementation in Fall for the next school year. Should come back in one year from the beginning of implementation to allow for one full year of implementation and collection of data and feedback. Presenters will be scheduled based on Instructional Council agenda availability and will be prioritized by Steering Committee.

Each new content coordinator/director should be invited to the September meeting and participate in the yearly training to allow for understanding of our systems.

Secondary Update/Response to Questions

Terri provided answers/presentation to the exit slips from last meeting regarding the DREAM academy.

Student speakers talked about how the program has positively impacted their lives.

Discussion:

What are current enrollment numbers? 130 as of today, if student is not committed we will not take him/her. Interview process-if grades do not improve ROE reaches out to see if student wants to commit they can register for the academy. Students can request to go back to their home school within 10 days. Program/school attendance has a two year maximum unless a state override is requested and approved.

CTE Course Offerings-Some introductory courses were left off the course selections sheets. Announced in meetings that these would be available again for students.

MTSS Update

- Trish inherited since Sue Smith's retirement on 10/03/16. A Tier 1/universal team addresses the needs of all.
- **What are the resources and tools that are used for all 3 tiers?** There needs to be a leadership team in each building.
- Future Forward-the leadership team should support PD, funding, improvement in the building. high quality, highly trained team members. Trained on how to use resources.
- Tracking Tool for PBIS schools-Data Rules set for three categories CICO (Check-in Check-out), SAIG (social/academic instructional groups), Mentoring Once schools were trained in PBIS we left them on their own, this needs to be looked at again. there should be monthly meetings to support on-going growth and concerns.
- Survey sent about what different buildings are doing-purpose help write drafts to help tiers/rules based on previous interventions.
- Secondary-no intervention course for mathematics. Looking to create proposal for study centers in each of schools next year. Have certified staff member supervise the study center instead of supervising of lunch room.
- Universal teams have budgets now .
- Tier 1 universal teams develop and monitor school wide core instruction.

- Trish will share a copy of the presentation.

What is timeline? Need to get a handle on how long this will take first.

Comment-A request was made for coaches to come out to schools or offerings of more PD sessions.

CIC-Should new verbiage be added that it does not have to be a principal for role in Instructional Council or Steering Committee?

Summary Statements

The Instructional Council approved a proposal for PreK-12 Literacy and Library Curriculum

The Instructional Council received an update on the District Technology Plan.

The Instructional Council received an update on Gifted Identification and the AIM program.

The Instructional Council received follow up information on the Dream Academy and Secondary Exit Slip concerns.

The Instructional Council made the following determinations as it relates to updates on proposals approved by the Council:

- Curriculum approved to begin implementation in Fall of the next school year should come back in one year from the beginning of implementation to allow for one full year of implementation and collection of initial data and feedback. Presenters will be scheduled based on Instructional Council agenda availability and will be prioritized by Steering Committee.
- Each new content Coordinator/Director should be invited to the September meeting and participate in the yearly training to allow for understanding of our systems.

The Instructional Council received an update on the vision for MTSS future forward.