



SCHOOL DISTRICT U-46

INSTRUCTIONAL COUNCIL MEETING

SEPTEMBER 15, 2011

8:30 A.M. – 2:00 P.M.

ESC, ROOM 240

MEETING MINUTES

Meeting Attendance

Members: Maria Aguinga, Susan Ali, Celia Banks, Barbara Bettis, Lori Brandes, Susan Collins, Greg Crumpley, Jill Flanagan, Heather Fodor, Todd Graba, Raheem Hasan, Judy Havemann, Perry Hayes, Nadine Hill, Dan Hoffman, Tracy Jakaitis, Darlea Livengood, Denise Lockwald, Jennifer McDonnell, Chris Medrano, Rosa Syphers, Terri DeDecker, Katie Thomson, Esperanza Villareal-Ortiz, Lisa Whitmer, Jennifer Williamson, Mary Wojtczak

Absent: Cyndee Rothamer

Guests: Dr. Torres, Kathy Castle

Presenters: Craig Williams, Jennifer McDonnell, Jennifer Bond

Welcome and Introductions

Nan Ochs & Jennifer Bond

Approval of May 19, 2011 Minutes

Motion by Susan Collins, second by Katie Thomson to approve May 19, 2011 minutes, motion carried.

Dr. Torres and Kathy Castle welcomed the committee members and thanked them for their commitment to the work of Instructional Council.

I. Initial Presentations

None

II. Action Items

None

III. Information Items

A. Robert's Rules (video) – Video was reviewed by council members.

B. Technology Update – Craig Williams – Reviewed process made over the summer with upgrading and the processing of 4,400 new computers, processing of laptop carts – one for each school, primarily to be used by Special Education and RtI. Mr. Williams also reviewed the new Student Information System to replace Panther and Discovery (scheduling). The new system is easier to use, grade book integrated into class lists and report cards. Implementation – scheduling late fall 2011. Training for teachers will be held spring 2012 and August 2012.

C. Everyday Math - Jennifer McDonnell reviewed the implementation of the newest edition of Everyday Math. Our last math adoption began with piloting in 1998 and full implementation occurred in 2002. We are not adopting a new curriculum; we are just replacing updating our materials with the latest edition of Everyday Math. A tentative timeline of adoption was presented to enable full implementation in August of 2012. Applications for train-the-trainer committee will be sent to all teachers. Materials are due to arrive in warehouse by December,

where they will be bar-coded, and TE's will be sent to buildings. February Institute Day will be used to train teachers - grade specific (1/2 day) and teachers will receive CCSS training (1/2 day). Student materials are expected to be delivered to schools in May. There will be additional training in June for new teachers and follow up training on technology.

D. Elementary Report Card - Jennifer Bond and Mary Wojtczak reviewed the new elementary report card. Elementary will now be on a trimester cycle. Special Education will still have quarterly reports to comply with IEP regulations. SWAS has a separate report card. The new report card is aligned with the common core standards. Hard copies of the report will go home with the students. The changes for the report card were based on the belief that previous report cards did not fully communicate what students are expected to know and be able to do as stated in the Common Core State Standards. The new format provides the opportunity to define grade level expectations, communicate students' academic progress and indicate whether student is demonstrating appropriate behaviors.

IV. Dialogue Topic

A. Middle School Rotation – Concerns have been ongoing with council in regard to the Middle School Rotation. The fact that many students are not able to take the classes offered in the rotation: Art, Computers, FACS and Gateway to Technology, because they are ELL, in AVID, Band/Orchestra raises many concerns that they are missing opportunities to explore other venues. Speech/Drama has been replaced with the Gateway to Technology portion of the rotation which has caused concern about where speech fits in to a student's day. Council feels that there is no consistency in the middle school configuration across the district. Council would like to see a committee formed to further explore solutions to rectify this ongoing concern.

B. Common Language of Steering Committee – Some members of council would like to see a list of common language created and definitions supplied for all members. Discussion was held that there are common terms, a Glossary, on the parent site that could be added to the list that council creates. Lori Brandes has volunteered to start a list of terms.

V. Other

A. Election of Two Steering Committee Members – due to resignations – The election of two council members was proposed. According to the I.C. manual and the instructions for election of Steering Committee members, a ballot was proposed by the co-chairs, however, the proposed ballot did not provide for minimum representation from each educational level due to the requirement that a steering committee member must have served on Instructional Council for one year before being eligible to run for steering committee. Susan Collins moved to adjust the Instructional Council procedure to allow minimum representation from each educational level waiving the one year minimum service. Todd Graba seconded. A friendly amendment was made by Barb Bettis to specify 2011/2012 school year. Amendment accepted by Susan Collins, motion carried. The name of a high school representative was added to the ballot. Upon further discussion, it was recommended that a community member's name be added to the ballot with the same provisions as stated above. Katie Thomson moved to add a community member, Heather Fodor seconded. Susan Collins moved to amend to specify 2011/2012 school year, motion carried. Election was held and Todd Graba will represent the high school member, and Raheem Hasan, a community member, was elected to fill the other open position. We now have

a full steering committee with appropriate representation according to the Instructional Council Manual.

B. Treat List – Most members have signed up.

Several council members felt that it was time for a review of the I.C. Manual. The last update was in 2005. Further discussion will take place to decide if sections or the entire manual needs to be reviewed, discussion with Kathy Castle will be held.

Topics council would like presentations on:

- M.S. Rotation
- Secondary Grading Committee
- RtI Update
- Update on Secondary Math
- Update on Secondary Science

Information:

- Curriculum Cycle/Pathways Document Update for November meeting
- ELL – Virginia Rojas – work that has been going on
- Secondary Language Arts
- Equity – research, report, recommendations
- Common rubrics – assessment
- Online learning opportunities in general

Heather Fodor moved to adjourn at 1:50 P.M.