

Curriculum Board Meeting Minutes

Meeting Date: September 26, 2022

Attendance

✗	Yes		No	Norrell, Dr. Jennifer
✗	Yes		No	Campbell, Dr. Lori
	Yes	✗	No	Dallacqua, Dr. Lisa

✗	Yes		No	Miller, Ms. Avis
✗	Yes		No	Hatchett, Ms. Kimberly
✗	Yes		No	Sifuentes, Mr. Juan

Dr. Campbell opened the meeting at 6:02 p.m.

I. Roll Call

II. Johnson Elementary School Continuous Improvement Plan

Presenters: Mrs. Ines Sem & Mrs. Courtney Bissell

- Principal Sem and Assistant Principal Bissell presented Johnson Elementary School Continuous Improvement Plan.
- Principal Ines shared 2022 Celebrations:
 - NWEA MAP goal was that 80% of our students meet or exceed their 1 point RIT growth from Fall to Winter
 - Johnson's end of the year attendance was 95.25%
 - Students writing and speaking skills improved that we had 37 students exited from ACCESS testing
 - Office Referrals decrease from the school year 2019 by supporting our students social and emotionally
 - MTSS team met regularly to provide rigorous academic support and intervention as needed
- Goal 1: By February 2023, 60% of Johnson's students will meet or exceed their expected growth measured by NWEA MAP from Fall to Winter assessment.** Plan for the 22-23 school year are:
 - Skill-based small group instruction for varied reading levels
 - Each student has a Data Binder to track their reading level based on F&P and MAP scores
 - Common Formative Assessments created to monitor and adjust instruction for R.I.1 and R.I.2
 - Skill-based mini-lessons for extended instructional time
 - Small group instruction to support students
 - iReady individualizes student support materials
 - Students tracking their own math progress using their Data Binder
- Goal 2: By May 2023, 80% of Johnson students will increase their writing skills by creating coherent paragraph(s) as measured by the WIDA rubric.** Plan:
 - Common Formative Assessment to monitor students' progress and adjust writing instruction
 - PLC scores students writing samples using WIDA writing rubric.
 - Use writing strategies to help students create coherent paragraphs
 - Explicit modeling of the writing process
 - Small group instruction focusing on specific writing skills
 - Students will self-assess their current level of proficiency and make necessary adjustments using the rubric
- Goal 3: By May 2023, Johnson will maintain an average attendance rate of 95% measured by our weekly and monthly attendance ADA reports.** Attendance Strategies:

- Student's Tracking Attendance
 - Weekly Attendance Meeting
 - Parent Workshop
 - Home Visit
 - Attendance Games & Incentives
- Goal 4: **By May 2023, Johnson Elementary will reduce its Office Referrals (ODR) by 10% through implementation of our social emotional curriculum.** Action steps to support this goal:
 - Second Step Morning Announcement by administrators
 - Classroom Morning Meetings
 - Quarterly Community Meetings
 - Teacher's classroom incentives
 - Token/point system
 - Classroom Store
 - Classroom Celebration
 - Quarterly Assembly
 - Panorama
 - PBIS support – Check In/Check Out, Check and Connect, Small group sessions
 - Follow school expectation ROAR – Responsible, Ownership, Acceptance, Respectful

III. Simmons Middle School Continuous Improvement Plan

Presenters: Mrs. Mechelle Patterson & Mr. James Los

- Principal Patterson and Assistant Principal Los presented Simmons School Continuous Improvement Plan.
- Mr. Los shared a summary of goals and results of the 21-22 school year:
 - By the end of May 2022, Simmons students will demonstrate a 15% reduction in Office Disciplinary Referrals (ODRs) - There was a 25% reduction in ODRs from the previous in person school year
 - By the end of May 2022, the student attendance rate at Simmons Middle School will be 96% - Final attendance rate 92%
 - By Spring 2022, 60% of Simmons students will make growth on both the Reading and Math NWEA MAP assessment. - 66% met in Reading and 70% met in Math
- Goal 1: **By the end of May 2023, Simmons will reduce the number of students in all subgroups receiving Ds or Fs by 60% with concentration on EL students by implementing academic, social/emotional supports for students.** Action plan:
 - Regular monitoring of grade reports from Infinite Campus.
 - Counselors will meet monthly with students who have Ds and Fs.
 - Team Leaders will analyze grade data to work with individual students to help increase grades.
 - Administrators will meet with teachers of students who have rates of Ds and Fs.
- Goal 2: **By the end of May 2023, SMS students will reduce Office Disciplinary Referrals by 10% through the implementation of Social Emotional Learning.** Action plan:
 - Create and implement common language flow chart for ODR submission
 - Created model lesson plans to teach school wide expectations
 - Student Incentives
 - Principal and team led celebrations/recognition of student success

- Data Triangulation via School Status to determine appropriate student interventions
- **Goal 3: By the end of May 2023, the student attendance rate at Simmons Middle School will be 95%, with a specific focus on improving attendance rates for Children with Disabilities.** Action Plan:
 - Host Daily Attendance Meetings
 - Make Daily Calls
 - Provide Monthly Student Incentives
 - Document student information through School Status
 - Conduct home visits as needed
 - Kane County ROE
 - Celebrated with start of the year kick off pep rally
 - Modeled attendance and lesson plans
 - Shared the importance of being at school
 - Continued attendance sweeps
- **Goal 4: By Spring 2023, 60% of Simmons students will make expected growth in both reading and mathematics as measured by the NWEA MAP assessment.** Action Plan:
 - Provide valid and rigorous CFAs for all grades/subject areas
 - Monitor student performance via updated PLC Data Collection Form
 - Utilize leadership teams SLT, ILT, and PLCs to monitor and communicate school wide expectations and SIP goals.
 - PLC leaders will engage in regular data analysis.
 - Teachers will conduct data talks to establish student ownership, including NWEA, CFA, Unit Data.

IV. Dual Language 2nd Grade PD Proposal

Presenter: Dr. Rita Guzman

- Dr. Guzman shared Dual Language updates for the 2022-2023 school year:
 - 143 Dual Language Classrooms in Kindergarten – Second Grade
 - 2,500 students enrolled in Dual Language programming (K-2)
 - Several summer curriculum writing projects completed by dedicated K-2 staff in enhance instruction throughout all content areas
 - Over 130 staff and administrators attended the Dual Language in Action summer training event
- Dr. Guzman presented the ongoing support plan based on the Guiding Principles for Dual Language Education, effective professional development should:
 - Align with program goals
 - Provide opportunities for reflection
 - Present information in a variety of formats
- This year's plan includes but is not limited to the following opportunities for teachers, TAs, and administrators related to classroom environment, teacher collaboration, and instructional practices:
 - At least 8 In Building Support days for each building (provided by LAD Facilitators)
 - 9 Teacher trainings (provided by LAD staff)
 - 6 Unit Unpackings (provided by LAD Coordinator)
 - All buildings will receive informal, unannounced visits regularly (provided by LAD Admin)

- In order to embed additional opportunities for individualized observation, feedback, and reflection, we would like to add, 20 observations and coaching sessions focusing on Dual Language 2nd Grade with Dr. Sandra Mercuri & Associates. Dr. Mercuri's team will use the GROW Coaching Model with our Building Administrators to think through their current reality and next steps/actions with regards to the program's goals. The total cost is \$70,000.
- A motion will be presented to request approval at the October 3, 2022 Board of Education Meeting.

V. Instructional Framework (Cognitive Barriers) January 2023 - Institute Proposal – Dough Fisher

Presenter: Mr. Brad Wieher

- Mr. Brad shared a brief summary of the proposed keynote speaker Doug Fisher Ph.D. for January 6th Institute Day. He highlighted the following:
 - Professor and Department Chair of Educational Leadership at San Diego State University and Member of the California Reading Hall of Fame.
 - Recipient of the International Reading Association Citation of Merit and the Exemplary Leader Award from the National Conference on English Leadership NCTE.
 - Author of **Teaching Literacy in the Visible Learning Classroom** with John Hattie
 - Author of **Better Learning Through Structured Teaching: A Framework for the Gradual Release of Responsibility** with Nancy Frey
 - Provided 2 full days of instructional professional development for all EA academic administrators this past summer!
 - Total cost \$17,500.
- A motion will be presented to request approval at the October 3, 2022 Board of Education Meeting.

VI. IAR History and Updates

Presenter: Dr. Jennifer Norrell

- Dr. Campbell opened the discussion “When we looked at testing with IAR year 2020-2021, we found out in the data, a lot of our students did not take the assessment, students had an option to come in person. We looked at some numbers, for example at Waldo, we usually carry about 350 kids per grade level, but that year, only 63 students took the test in 6th grade, 68 in 7th grade, and 72 in 8th grade. We really did not get a true indication or picture of how our students were doing as relates to all of our students, because many of our parents were afraid for kids to come back in person to take the assessment. 2021-2022 we were back in person for a full year and those scores currently are preliminary, we will get those relatively soon”
- Dr. Norrell stated “There was a Kane County article that spoke to looking at student by subgroups with regards to African American student performance, we did go back and look at what our percentages were from one year to the next, but again, the attendance of year 2020-2021 was all over the board, and in our district, only 26% max was chosen to come back for fourth quarter when we reopened our doors. We had far disproportionate numbers than other Kane County schools that did not offer students an option to stay on, the data looks different everywhere. The article spoke to the reduction in performance of students from one year to the next, and if they wrote that article, they should just hold on to the end of October, because all over the state there was a massive reduction in student performance. You have to not live on earth to notice that is what it's going to be for the next year or two, because students have regression, so many of them were not choosing to come to school, they chose health over academics. We just wanted you to know that we did look that up and we do have

those numbers and actually ours is not as bad as we anticipated that it would have been and I think that just goes to show the caliber of even the online teaching that our staff was able to continue with particularly at the IAR grade levels which were third through eighth grade”.

VII. FY23 Incentives

Presenter: Dr. Jennifer Norrell

- Dr. Norrell stated “It is that time again to start having a conversation with our union leadership across the district to go over the incentive plan, in February of 2022 the board did see this incentive plan that we generated and we did that for not only this year but also looked at it for next year as well. At this point in time it's time for us to start to look at those results, to be able to determine what those incentives will be. I just wanted to bring it back to this committee and say that we have just about all of these results now, but the results are not open on the public side yet, they won't be released until the end of October. We looked at the data, and what it looks like is that the total incentive dollars and again this year for all employees would be \$2,500. One of the things that we did when we rolled this out initially, we looked to determine which buckets of individuals and how we can connect this because this is far beyond just an incentive stipend for being employed by the district or retention stipend as many districts have, we also wanted to give some credibility to the hard work that it took for every single type of staff member to be able to work at their and reaching their full potential so that all of our kids could reach their full potential. “
- Dr. Norrell continued “One of the things that I want to ask the board is to consider the addition of noon hours at the half rate, giving them half of the earned incentive, although they are half time, they should still be recognized. We tried to live the requirements of ESSER II, which is very different than ESSER III, and being able to go beyond just a retention stipend, but being able to tie additional money to metrics, where we had metrics that left some individuals feeling unappreciative. We wanted to make sure that we thought of every possible aspect that we could this time and that is the group that was left out”.
- Ms. Hatchett asked “Are we talking about the number one incentive? Dr. Norrell replied “No, we are talking about all, because we went back and restructured fees to tie it all together, it was beyond just retention, I needed to tie the additional to some kind of metrics. We have metrics that we tied to at the various grade levels, we have a Pre-k to five metrics, we have a metric of all districts with regards to attendance, we have a metric that we tie to middle school and 9th grade and then we have the high school metric. This way we will be able to allow everyone to celebrate the work they have done the last two years with different groups for students in terms of their performance, but our noon hours, they are the first faces that our students see every day and they help them do their most important part of the day, which is lunch, and making sure that they have a happy experience and that they feel a sense of belonging in all of those spaces as well. Again, retention incentives, all staff, I just delineated where we're pulling the data from so that all staff gets it, but everybody can see that it takes everyone to build it if we're going to do the entire district that we wanted everyone to feel a part of these metrics. All staff are going to be compensated the same, but we are clearly delineating which metrics come from which grade stands, but all staff are getting the same amount. Although the data and the metrics are on here, essentially we're showing how we want to make sure that our students are performing at every grade level and we are celebrating those different levels”.
- A motion to add the noon hours/part time staff at a half rate to receive the FY23 incentives will be presented to request approval at the October 3, 2022 Board of Education Meeting.

VIII. New Leaders – New Principals Professional Development

Presenter: Dr. Lori Campbell

- Dr. Campbell shared the proposed new principals' professional development with New Leaders for a total cost of \$58,000.
- The professional development program will focus in developing the following areas:
 - Develop Principals who need to strengthen their decision-making in establishing systems and structures that support both staff and student development, thereby driving sustained achievement across their schools.
 - Leverage the Transformational Leadership Framework to guide their action planning and implementation of effective school leadership practices.
 - Develop all aspects of transformational leadership, with a specific focus on establishing effective team and school-wide systems and structures that drive instructional excellence and equity.
 - Focus on developing a school culture and climate founded on driving student achievement.
 - Leveraging data-informed decision-making, principals will focus on social emotional learning for both staff and students by modeling effective coaching.
 - Empower instructional leadership teams to address learning loss and learning renewal, moving beyond survival and into growth.
- A motion will be presented to request approval at the October 3, 2022 Board of Education Meeting.

VIII. Attendance & Enrollment

Presenter: Dr. Lori Campbell

- Dr. Campbell presented D131 attendance and enrollment reports
- The average district daily attendance is 92.05%.
 - Preschool – 94.80%
 - Elementary – 96.13%
 - Middle School – 95.02%
 - East Aurora Extension Campus – 85.47%
 - East Aurora High School – 88.84%
- Ms. Hatchett commented on the big decrease in the High School from August to September, Dr. Norrell stated “We are working with the high school and doing some creative incentives for attendance, something competitive, I just think that we can further communicate that to students, but definitely a drop. Our preliminary data for the high school in terms of last year, we were trying to rectify this year is the symptomatic quarantine for siblings, that really hurt our high school attendance. We have several high school students that were pulled to stay home all of last year, when they stayed home, they were not allowed on to the Swivel to participate in class, but yet they were the babysitters for five days here, ten days there”.
- Dr. Norrell continued “This year we are still doing symptomatic quarantine, although we are probably the only school in the state or one of the only, we are going to look for second quarter at maybe not doing that as much because we think they are still holding them. Now, this year we made it to high school students, if they have a sibling that gets told that they would be able to engage asynchronously and synchronously as well, which would not get their attendance numbers as much, but we do need to circle back and figure out what's going on with

that so that we can speak to that drop as if it is are they symptomatic sibling connected or is it just simply dropping? We will bring that back to this committee next month with a presentation from the High School”.

- District 131 currently have 12,753 students enrolled

IX. Disposal of Personal Property

Presenter: Dr. Lori Campbell

- Dr. Campbell presented several memos requesting the disposal of personal property:
 - 3-BAS (Benchmark Assessment System) Fountas & Pinnell Kits 2nd Edition
 - Middle School Science Labs outdated/expired Chemicals
 - Middle School Science Curriculum
 - Middle School Social Studies Curriculum
- Motions requesting board approval will be presented at the October 3, 2022 Board of Education Meeting.

XIII. Old Business - None

XIV. New Business - None

XV. Public Comments – None

XVI. Adjournment- The meeting adjourned at 6:46 p.m.