

# Curriculum Board Meeting Minutes

Meeting Date: October 21, 2019

<b>Attendance</b>
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✘	Yes		No	Norrell, Dr. Jennifer
✘	Yes		No	Campbell, Dr. Lori
✘	Yes		No	Johnson, Ms. Annette
✘	Yes		No	Sifuentes, Mr. Juan

✘	Yes		No	Miller, Ms. Avis
✘	Yes		No	Hatchett, Ms. Kimberly
✘	Yes		No	Mestek, Mr. Gerald

Dr. Campbell opened the meeting at 5:00 p.m.

**I. Oak Park Elementary School Continuous School Improvement Plan**

Ms. Annette McMahon, Mr. Isaias Martinez, Ms. Lana Gundy, Ms. Amy McDonald and Mr. Javier Solano

1. Principal McMahon and Assistant Principal Mr. Martinez shared Oak Park Elementary School 2018 ESSA Designation and MAP results by demographics, grades and subgroups.
2. Ms. Hatchett asked what refusals meant and why would they included this data in the results? Mr. Martinez replied “These are the students that are eligible for Bilingual services but the parent refused”. Ms. Hatchett then asked how many children are EL that refused? Ms. McMahon stated she would provide the exact data requested but she thought it affected 4 to 10 students per grade level. Additionally, she stated she would go back and gather the data being requested.
3. The team reviewed the Oak Park Elementary School Strategic Plan and its alignment to District Strategic plan
4. The principal and team shared 2020 goals:
  - a). 100% of teachers will receive PD on instructing English Language learners to improve student comprehension and achievement
  - b). Decrease Chronic Truancy by 5%
  - c). 100% of classrooms will implement second step curriculum across all grade levels
  - d). 100% of classrooms will implement Guided Reading consistently across all grade levels
  - e). 100% of teachers will use the CFA data tool and collect artifacts to monitor growth on the District Focus Areas (RI 1, RI 2, RI4, W 1 and MP3)
  - f). Focus walks will be conducted in 100% of classrooms to monitor classroom instruction and student support
5. The Oak Park team provided an overview of the Fall 2018/2019 NWEA Map RTI comparison and shared their School Leadership Team Planning Chart.

**II. Cowherd Middle School Continuous School Improvement Plan**

Ms. Jacqueline Gibson, Mr. Roberto Torres, Ms. Michelle Kandl, Ms. Vicki Schacht, Ms. Amy Maldonado, Ms. Jennifer McCabe, Ms. Marygrace Sinclair, Dr. Kathy O’Brien, Ms. Kaitlyn Gonzalez, Ms. Rachel Gerhard and Ms. Rebecca Wilding

1. Principal Gibson shared the Cowherd School Improvement Team’s focus area action steps
2. The Cowherd team presented their attendance chart reflecting their daily attendance trends of 95% and their goal to decrease chronic absenteeism by 4% for this school year
3. The team discussed the PLCs and their plans for developing and administering strategies and Common Formative Assessments
4. The Cowherd team provided an overview regarding instructional coaching support and best practices

5. Mr. Torres discussed hosting monthly parent meetings to engage and involve parents in discussing student emotional and academic success
6. The team provided NWEA Map student growth summary report comparison fall 2018/2019

### **III. Elevate K-12-Tiered Interventions**

Ms. Joan Lee

1. Dr. Norrell opened the discussion stated the importance of restructuring Middle Schools Mathematics. She shared the district's strategy plan for increasing math achievement.
2. Ms. Lee provided a brief recap of how the program works and highlighted growth reports from other districts that implemented Elevate K-12.
3. Ms. Lee described the instruction model and student/staff ratio.
4. She provided the Tier 2 and 3 proposal including the following cost:
  - a). Tier 2 \$53,640 for 110 students
  - b). Tier 3 \$444,800 for 556 students

### **IV. FLES Update**

Dr. Rita Guzman, Ms. Elizabeth Vivanco, Ms. Tibusay Perez-Cancino, Ms. Erica Y. Vazquez, Ms. Norma Anquiano, Ms. Katherine S. Schanks and Ms. Maria D. De Prado Diequez

1. Dr. Guzman provided an overview of the FLES program in Elementary (Foreign Language in Elementary Schools)
2. She provided a brief recap of the components and supplemental materials used in the program and discussed how research suggests that learning a second language is extremely beneficial for a child development not only academically but overall.
3. Ms. Prado shared her experience with English speaking students and their excitement to learn Spanish, she also provided a brief sample of the FLES lesson plans format.
4. Ms. Vazquez and Ms. Anguiano elaborated on the supplemental materials used for the students (visual Aid, photo cards, phonic kits, grouping by language level, digital versions) focusing on speaking, reading, writing and listening. They also shared how the program evolves over grade levels.
5. Ms. Anguino expressed how the students made her feel like a celebrity every time they come to her class speaking Spanish.
6. The team briefly shared the scope and sequence of the spiraled curriculum.
7. Ms. Schanks presented the FLES pre-assessment scores showing an improvement of 22% to 26%
8. Ms. Miller asked "Are the FLES teachers bilingual teachers or do they learned with the students? Dr. Guzman replied "No. They are all Bilingual".

### **V. High School Course Proposals**

Mr. Jon Simpson and Ms. Jennifer Brinkman

1. The High School team discussed the course change recommendations in the following areas:
  - a). Fine Arts-New course proposal for "Guitar Ensemble". This is a continuation of Guitar I & II with an estimated cost of \$3,000
  - b). FACS-New course proposal for "Restaurant Management III". This is a continuation of Culinary Arts program with an estimated cost of \$2,980.04
  - c). CTE proposal is for a name change and for content modification - the courses will become: Web Page

and Interactive Media Development and Web page and interactive Media Development II (no cost associated). The Coding course will become “Computer Operations and Programming” (no cost associated).

2. Math proposal is to retire the Pre-Calculus Honors (MAT411, MAT412) course to replace with the existing WCC College Algebra and WCC Plane Trigonometry courses. Additionally, there will be a name change for Stem College Math to Stem Applications allowing student to earn dual credit with an estimated cost of \$7,244.
3. Physical Education - The new courses are:
  - a). Discover Dance, no cost associated (Zumba Instructor Certification offered)
  - b). IHSA Officiating Class, no cost associated (8-10 Certifications offered)
  - c). Outdoor Education, no cost associated
  - d). Lifetime Health and Fitness, no cost associated

#### **VI. High School Climate Data**

Mr. Jon Simpson and Ms. Jennifer Brinkman

1. The Administration team provided a recap of this school year’s plan based on the data from last year regarding student behavior and school safety
2. The team shared the worked done to reset school culture which includes:
  - a). Setting rules and expectations
  - b). Providing presentations to the entire student population
  - c). Communicating expectations to parents/guardians
  - d). Consistently communicating expectations to the student body
3. High School team presented the suspension trend data chart (school fights) showing a decrease of 39% of incidences for September and 86% for October.
4. To continue this success, the high school is committed to the following next steps:
  - a). Monitor weekly and monthly data
  - b). Maintain communication with both students and parents/guardians
  - c). Present to the entire student population 2<sup>nd</sup> semester
  - d). Engage in conversations with Middle School Principals on future Tomcat Night

#### **VII. Accelerated Placement Planning**

Dr. Lori Campbell

1. Dr. Campbell provided an overview of States of Illinois Accelerated Placement Act
2. She discussed the need for a district planning team to develop the local criteria for participation
3. She described the process for the plan development which includes:
  - a). Whole grade acceleration
  - b). Single-subject acceleration
  - c). Early entrance to Kindergarten
  - d). Early entrance to first grade
4. She shared the considerations needed to implement the program in the district which includes:
  - a). Application process
  - b). Application period
  - c). Plan details (assessment: academic/cognitive testing, performance threshold, early entrance evaluation)

process, developmental survey)

- d). Notification
- e). Transition process

5. The District team will return in January to present a draft plan for policy consideration.

**VIII. Time Effort Study**

**Dr. Jennifer Norrell**

1. Dr. Norrell provided a brief recap of the Time and Effort Study.
2. She expressed how we must complete the time and effort study as an institution receiving federal funding.
3. She discussed the value of this study to identified district needs and opportunities.
4. She shared how important is to be 100% in alignment because we rely heavily on federal funding.

**IX. New Business-** None

**X. Public Comments-** None

**XI. Adjournment**

Meeting adjourned at 6:50 p.m.