

MINUTES OF MEETING CURRICULUM COUNCIL

November 14, 2007

Individuals Present

Robin Battershell	Janet Kemp	Joe Palmer	Kay Matthews
Lisa Nix	Joelle Wall	Bobbette Bell	Carlinda Rex
Terry Arant	Terri Seaton	Sandi Tucker	Charla Kelley

1. Reading Probes – *Carlinda Rex*

Winter reading probes will be administered **December 6 and 7** to students identified in levels one and two on the fall probe, students new to the district, and other students identified by their teachers. Teachers in grades 3 & 4 administer Dibels progress monitoring assessments every two weeks on students whose scores are in levels one and two of the reading probes. Data collected from the probes and assessments is used to indicate whether progress in reading skills is achieved and to plan further interventions. Carlinda Rex used a palm pilot to demonstrate the Dibels assessment to Curriculum Council members.

2. Mentor Teacher Program Update

Mentors are observing teachers in their classrooms, reviewing lesson plans, and helping new teachers complete horizontal alignment documents.

3. Benchmark Assessment – *Janet Kemp and Bobbette Bell*

The first benchmark assessment was completed with minimal challenges during administration and review. Terri Seaton and Kimberly Boaz provided presentations on how to use the data obtained with benchmark assessments to teachers throughout the district. Teachers completed a survey indicating that they had reviewed the data and used the information to plan instruction to remediate the students' weaknesses.

Janet Kemp and Bobbette Bell suggested that the second benchmark test be scanned on each campus instead of Beth Bragg completing all 31 assessments. This allows teachers to have a technology expert on their own campus to assist them with the benchmark process.

4. Parent Conference Month

Principals reported that teachers have contacted parents by telephone or personal conferences. Some council members expressed concern that the process may be too time consuming to justify the outcome.

Council members identified the following list as parent needs for teacher conferences:

- Communication about their children's schoolwork;
- Positive reinforcement about their children's progress; and
- An opportunity to meet the teachers face-to-face.

Dr. Battershell suggested principals meet with teachers to discuss other options for addressing the needs of the parents, such as hosting an open house or directing parents to Gradespeed to check academic progress. Council members will discuss the topic again at the January meeting.

5. Sheltered Instruction Observation Protocol (SIOP) – Kay Matthews and Joelle Wall

Salado High School faculty members are being trained to use SIOP in their classrooms and in lesson planning. Teachers are using the new SIOP lesson plan forms designed by Bobbette Bell.

6. STARS Conference – January 31, 2008

Council members agreed to complete the same tasks for the STARS conference that they have in past years. Vertical team leaders will remind teachers of the event and mentors will assist new teachers.

7. Academic Excellence Subcommittee

Janet Kemp distributed a description of the subcommittee, a list of committee members, and a worksheet to guide long-range planning. Please e-mail Janet with suggestions of curriculum topics the subcommittee should consider when designing the long-range plan.

The next meeting is 2:30 p.m. January 9 in the SIS Conference Room.

AGENDA

- STARS Conference
- Parent Conference Month
- Winter Reading Probes
- Second Benchmark Assessment