



**BELCHERTOWN SCHOOL DISTRICT
CURRICULUM & INSTRUCTION SUBCOMMITTEE MEETING
September 9, 2016**

PLACE: Office of Teaching and Learning (C.O.)
TIME: 3:30 p.m.
SUBCOMMITTEE: Dr. Michael Knapp, Chair (present); Mr. Jeff Charron, Member (present)
ADMINISTRATION: Dr. Shawn Fortin, Director of Teaching & Learning

Minutes

- I. Call Subcommittee Meeting to order
Dr. Knapp called the meeting to order at 3:43 pm
- II. Acceptance of Minutes
 - A. April 26, 2016
 - B. June 21, 2016The April 26, 2016 and June 21, 2016 minutes were accepted by the committee.
- III. Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.
- IV. Items for action/Discussion
 - A. Discuss 2016-2017 Curriculum Goals
Dr. Knapp opened the discussion with the question of what the committee should focus on for FY 16/17. Dr. Fortin noted that by end of year the draft of STE curriculum guide will be done. It is being worked on by Dr. Fortin in conjunction with teachers K-12. They will match up the new standards with what is currently being taught. They have noted that the engineering portion has gaps in the curriculum. They are working on standards and requirements per grade. They are also working on the guide to digital literacy/computer science. This will replace tech ed and library media.
Dr. Knapp questioned how will we check outcomes and is that part of the process being looked at. Dr. Fortin noted assessments will be part of that and it will be a continuing process. The committee discussed the anticipated resource needs, which Dr. Fortin noted is also being looked at, especially in the Science department with regard to books in the classroom.

Dr. Fortin noted that the social emotional learning process with Mr. Cameron will be starting mid-year with Health and PE worked on next.

Dr. Knapp brought up teacher evaluations. The committee discussed what may be used as evidence and what part Dr. Fortin plays in this. They discussed DDMs, evaluations and what constitutes a high quality assessment. The committee noted the amount of initiative and lack of time are a limiting factor.

The committee discussed what can show growth and/or measure of growth. What could the committee do to facilitate community planning. Potentially look at other district and what they do.

Dr. Knapp questioned the number of AP classes at the high school and how to increase offerings. Dr. Fortin noted that would need a conversation about staffing needs at the high school. Mr. Charron asked for information regarding what classes are available and what is the supply and demand for those classes. This information will be forthcoming at another meeting.

B. Draft annual calendar for C&I agenda

1. Identify policies related to instruction and learning - Plan for review

The committee will look at this for curriculum goals of the coming year. Check how many policies would fall under Curriculum and Instruction and to prioritize them with the Personnel & Policy committee.

C. Review use of data for measuring student achievement and outcomes

1. Quarterly update on progress toward student learning goals

Dr. Fortin noted that he will email the members the assessment calendar. Dr. Fortin noted that the kindergarten will no longer be using the TS Gold assessment. He also noted that assessment, K-12, are done three times a year. The committee discussed when to look at data from assessments. The committee will be looking at what assessments are being used currently and what the district is trying to do with it. Dr. Fortin noted this year the district purchased new assessments for grades 4-6 math and 7-8 reading and math. The committee will meet in November to see what assessment are being used.

V. Unfinished Business

A. Update on school data dashboards creation

Dr. Fortin noted that at the end of last year the general response was it would be a good idea. The committee discussed how and what data would be useful. Dr. Knapp agreed to look at what dashboards may be useful for this district.

It was noted the next meeting will work on curriculum goals for next year and the next C&I meeting will be September 27 at 6:00 pm.


- VI. Subcommittee correspondence
A. Agenda, September 9, 2016
B. Minutes, June 21, 2016
- VII. Adjourn
Motion: Mr. Charron moved to adjourn at 4:49 pm
Second: Dr. Knapp
Vote: 2,0,0

Respectfully submitted by,

Ramona Griffin
Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:


_____, Michael Knapp, Chair


_____, Jeff Charron, Member

The mission of the Belchertown Public Schools is to ensure that every student meets with success every day. To that end, we pledge to ensure that we have rigorous, standards-based curriculum; instruction designed to meet the needs of diverse learners in every classroom; and access to the global learning community via state-of-the-art technology in schools that are communities of respect and civility for all.

The Belchertown Personnel & Policy Subcommittee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools, at 413.323.0423 or via email at superintendent@belchertown.org to determine the best way to address your concerns.