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## **Strategic Planning Committee**

Meeting Agenda

Thursday, May 1 @ 12:30 p.m.

Superintendent's Office

I. Update on Committee formation/activities

II. Implications of budget situation

III. Mission/Vision Statement

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## **Long Range Planning Committee**

Meeting Minutes

Strategic Planning Committee

Thursday, May 1, 2008

Present: Karen Burke, Alan Hawkins, Shari Robinson, Sarah Simmonds, Tom Eismeier, Trish Brigham

I. Committee updates

A. Shari Robinson reported the following for the Professional Development Committee:

\*The Committee has been meeting once/every other month.

\*The Professional Development Continuum has been completed- Shari shared copies of this.

\*CEEF is sending Cameron Rosenblum to Harvard this summer for a one week course on Universal

Design Concepts - which is a model/way to adapt lessons to meet the different learning styles of

students. Cam will share the knowledge she has gained through the Collaborative Inquiry Group ( also

funded by CEEF); by assisting with curriculum templating design; as well as

through her involvement with Student Support Teams.

\* CEEF sent 8 teachers to Schools Attuned last summer, and these teachers are sharing what they have learned with colleagues.

\* There is some concern as to how to coordinate professional development in the absence of a Curriculum

Coordinator ( should this position be cut in a 4.6% budget), who also handles professional development.

Most likely this will fall to the principals and the teacher leader (

s).

\* The Committee conducted a professional development survey the results of which are on the school website under the District section. About 60 staff members, K-12, responded. This info. will drive decisions for next year's professional development.

\* The Committee, as it currently exists, will disband, pending direction/decisions of DLT on how to proceed.

B. Sarah Simmonds reported the following for the Curriculum Committee

\* K-12 Curriculum Management Plan will be presented to the SB at the May workshop, with goal of having it approved at the June business meeting. At the center of this plan, are Professional Learning Communities= groups of teachers designing curriculum, collaboratively.

\* Discussion of how work will continue in the absence of a Curriculum Coordinator ensued. It is unclear who will chair the CIA/Curriculum Committee. Basic flow of information as plan is implemented is that K-12 content area committees will send their work to the CIA ( an overarching Curriculum Committee). This committee will function as a clearinghouse for information and will pass along to the SB, all top level data, i.e.. specific learning templates will be reviewed by the CIA, but this level of detail will not make its way to the SB.

C. Supervision and Evaluation Committee- this was identified as one of the 6 action team/committees for the updated Future Direction Plan. Formation and start-up of this committee will be put on hold until the Curriculum Management Plan is up and running. The work of the Evaluation Committee will flow naturally from the Curriculum Management Plan because supervision and evaluation is embedded in the plan as a means of monitoring curriculum and assessing student learning.

D. Calendar Committee has completed the calendar for the upcoming school year. It will meet again in late summer/ early fall, after the DLT has met with Alan.

E. Data Committee Tom Eismeier reported the following for this committee:

\*The Committee has met and includes K-12 staff members, parents, Tom, Gary and a SB ( TBA to replace Jack)

\*The Committee has presented a request to CEEF to fund a software package which specifically supports Datawise, the model for data collection and use that the committee has adopted. Datawise covers: how we use data, what kind of data is important, and how to use it to assess the effectiveness of instruction and curriculum. The software allows the gathering and collection of all the information we have from a variety of assessments and then connects them in meaningful ways. It is a vehicle to pull all the info. we have in one place and puts it in a format which prompts and facilitates lots of discussion and questions by educators. It also allows multiple audiences, with different perspectives and needs, to review the data for trends.

\* The anticipated model: Data is and will be collected via multiple assessments; the software will crunch the numbers and put the data in a variety of presentations; teachers then talk and compare data, identifying groups of kids with similar learning styles, or patterns of instructional outcome; or adjust lesson plans when the outcome is not what was expected. Bottom line- the data will be used to improve instruction.

E. Climate Committee- on hold

## II. Implications of Budget situation

The Committee discussed what its role should be given the potential loss of the Curriculum Coordinator person, and an integral member of the Strategic Planning Committee. We talked about the importance of focusing on the most critical areas, when resources become limited. In that context we will work to support the work being done in the Curriculum, Professional Development and Data committees, and put the other action teams on the back burner for now. We also discussed the importance of focusing SB efforts in those areas which best support forward movement in the most critical areas of the Future Direction Plan. This Committee will communicate its belief in the importance of a follow-up Board retreat, to update SB goals in the context of the FDP and potentially limited resources.

The meeting adjourned at 2:30PM.

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