

Minutes IC Meeting April 18, 2013

Meeting attendance: Maria Aguinaga, Barbara Bettis, Christina Bucchi, Terri DeDecker, Kathy Duchaj, Sara Elwood, Cyndee Fralick, Raheem Hasan, Judy Havemann, Nadine Hill, Dan Hoffman, Megan Kozlowski, Denise Lockwald, Carol Mammoser, Josefina Melendez, Jennifer Williamson, Rita Weber, Mary Wojtczak

Absent: Mark Atkins, Heather Fodor, Todd Graba, Perry Hayes, Kelly O'Brien, Claudia Sanchez, Katie Thomson, Wilma Valero, Esperanza Villarreal-Ortiz, Lisa Whitmer

Guests/Observers:

April minutes reviewed/revised and approved with 18 yes, none opposed.

Information Updates:

State of the District – Dr. Torres

- Reviewed PowerPoint presented by Dr. Torres.
- We need to talk about all the good work that happens in the district.
- Board approved the new organizational chart in November. Organization chart we are working with is from 1986.

CCSS Steering Committee

- Reviewing of handouts, updates from sub-committees
- Primary ELA group is unpacking all priority standards in May and will be looking at units.
- Next Year will not be a full implementation year.
- Secondary is at a different starting point, deep unpacking needs to happen at some grade levels. Jackie Johnson has been doing the unpacking work at the secondary level. (6-12 ELA Workgroup)
- Will the communication committee be sending anything out or will it just be thru the principal? A flow chart is being worked on.
- Elementary report cards don't align and are a work in progress; grading committee will be sending a survey out to teachers soon.

Gifted Education Grade 3-8

- Updates will be given at next meeting.

Proposal Revision-Next Steps

- Before a proposal is created presenters need to come to steering committee to make sure they are partnered with someone from C&I. Presenters need to come to steering committee in the spring before they develop a proposal, it will be a check point to make sure certain things are done before December. If they come to Steering Committee in the spring we will see them at IC by September or October and if they need to come back we have a couple of months to work out any problems.
- We need to make sure the proposal packet is aligned to make people accountable.
- Is there a proposal template that can be used? *Yes, there is a template.*
- Accountability in the early stages and when implemented we want to have full visibility.
- As a committee we need to know how to bring a proposal to the council. We need to know the protocol on all levels for all stakeholders.
- There needs to be a length of time that needs to pass before something is implemented.
- Create a PowerPoint on how a proposal moves, with voiceovers. Also, having a warehouse of information online.
- Administrators don't have an understanding of the proposal process, some need to be trained.

Summary Statements:

The Instructional Council received materials from the Common Core Steering Committee to update them on the progress made by each of the sub-groups.

The Instructional Council discussed and sees the need for protocols and procedures to be reviewed and revised around the curriculum cycle.

The Instructional Council discussed the need for administrator professional development so that there is a common understanding of the proposal process.

Dr. Torres presented his State of The District Address and gave information about changes made to the organizational chart. He also highlighted many of our district's achievements.