

CURRICULUM PLANNING COUNCIL  
MINUTES

September 28, 2015

3:30 pm – 5:00 pm

**Attendees:** Dr. Scott, Dr. Alfred, Principal Franklin, Principal Slate, Principal Steele, Alexandra Wilson, Dr. Michelle Hill, Rosalind Lewis, Keisha Knight, Barbara Booker, Debra Vasquez,  
**Parents:** Leander Bland, Patricia Driver, Lanise Johnson, Paula Counts, Ramona Shelton

**The meeting began at 3:38 P.M.**

Dr. Scott asked all present to participate in an icebreaker. Everyone found a partner, learned something about them, and then introduced them to the council.

After the icebreaker, Dr. Scott explained that we were going to read and discuss The Guidelines for Implementation of Policy and wanted to review each page. She stated that during this process if anyone had questions along the way to please interject and we would discuss the question. She pointed out that on the mission and vision on the cover page and that all council members have a two year commitment.

Next Dr. Scott asked everyone to open The Guidelines for Implementation of Policy and read page two. After a few minutes she asked if anyone had any questions or comments.

Ms. Shelton asked about the textbook adoption program. Dr. Scott explained the steps of the textbook adoption program. Dr. Scott stated that our next new textbook would be science. She explained how we need representation from all stakeholders because it involves the entire district. She further explained how we put together a long range plan earlier. For example what year we would have what subject, including any software teachers would need. If possible, we would have a representative come in and share information with the entire council. Once this is done we bring all the information to the Superintendent. She also stated that any recommendations the council comes up with must also be given to the Superintendent. Hearing no more questions, Dr. Scott then asked everyone to read pages three and four.

Dr. Scott defined that to have a meeting, we would need a quorum. A quorum for the council would be one more than half the membership. This council is made up of 24 members, therefore if there were ever less than 13 people the council could not meet. She also added that she needed every parent's telephone number and email in case of a cancellation due to inclement weather.

She added that she created today's agenda but if anyone has suggestions they should send them a week in advance so she can get it to the members at least a week in advance. In this way if something needs to be changed it can be done in advance of the meeting or the topic may be tabled for another meeting. If an item for the agenda comes in late, it will be held until the next meeting. Dr. Scott stated she would determine what items would be tabled and the amount of time spent on a topic. She stated that the minutes will be placed on the District web site, distributed to all staff and council members.

Dr. Scott explained Dr. Alfred's role as secretary. She then continued by saying that if someone wishes to resign it must be put in writing by email or written communication.

After hearing no more questions, Dr. Scott then asked the council to read pages five and six. Ms. Lanise Johnson then asked were the members to provide a regular report, to which Dr. Scott replied no, the monthly report referred to in the narrative was the minutes from the meeting.

Dr. Scott drew the council's attention to page seven. Dr. Scott then took the opportunity to inform the council members that the district has an active the Curriculum Writing Task Force that works to assist staff with implementing the English Language Arts (ELA) and Math curriculum.

Dr. Scott quickly discussed how page eight is the membership list and page nine being just the **Appendix A** title page. She then brought everyone's attention to Number five on page 10. Dr. Scott made it very clear that everyone on this council has a voice and has a right to be heard. If someone disagrees with someone and that person wishes to stay with what they believe, stay with it. She explained that she did not want anyone to "just give in" to avoid controversy or reach an "easy agreement." If a member has thoughts about something, they should voice their opinion. She then continued explaining the consensus policy and procedures. She discussed the thumbs up, horizontal and down procedure and what each gesture means.

Dr. Scott then proposed that we meet the fourth Monday of each month. The council agreed (using the consensus procedure) and the dates were set: October 26, 2015; November 30, 2015; January 25, 2016; **February 29, 2016**; March 21, 2016; April 25, 2016 and May 23, 2016. All the meetings will be held at Caroline Sibley School beginning at 3:30 p.m. starting no later than 3:45 p.m.

Dr. Scott then asked for questions regarding anything discussed at the meeting. Mr. Steele asked about snacks and volunteered to bring snacks to the October meeting.

Dr. Scott then asked Ms. Page if she wished to speak. Ms. Page declined.

Ms. Shelton then asked if all the parents were in attendance, to which Dr. Scott replied no because 24 people were not present.

Ms. Page then asked if there was any collaboration between the Curriculum Planning Council and the Curriculum Writing Task Force. Dr. Scott answered that the collaboration was the reason Ms. Vasquez was present. She explained how Ms. Vasquez and Ms. Rosalind Lewis *were both part of the committees and if you have questions about the Curriculum Writing Task Force, you could ask them.* Ms. Vasquez then discussed how she has been a member of the Curriculum Writing Task Force since its inception four years ago. She elaborated on how the assessments were given four times a year, every quarter, to show growth but now we administer them only twice a year and they will be given online, which is a lot progress in four years. Students from second grade through eighth grade will take the assessments online. She then went on to comment on curriculum mapping and how the teachers will be teaching specific Common Core State Standards quarterly.

Ms. Shelton remarked on how things are more normalized now and there is more continuity which she believed was great. Ms. Vasquez then explained the purpose of the Common Core, which is now known as the New Illinois Learning Standards and how the process and concept has increased among the states. Dr. Scott added that the Task Force meets with Partners4Results who host our assessments and curriculum online. She then announced that we are working on a Parent Portal so parents could go to the district website to view the curriculum.

Ms. Counts stated that she was appreciative to be a part of this group. She mentioned how District 205 has an international baccalaureate program. She was interested in seeing how we can help students transition academically.

Ms. Franklin explained about the Thornton Township Teaching and Learning Partnership (TTTLP). The district has been in a partnership approximately 10+ years. The TTTLP has a partnership with School District 205, who is the sponsor, along with all the feeder districts. This is not just School District 149 but it is School District 148, School District 147, etc. any of the feeder districts that go into Thornridge, Thornwood or Thornton. They meet once a month on Mondays and they provide us with resources for our elementary and middle school level students.

Ms. Shelton then asked about credits between the middle school and the high school. She explained that her daughter is taking an algebra assessment test and asked that if her daughter does well does this mean she will get high school credit.

Ms. Franklin answered yes. She further explained that there was a new set of ways students could get college credit at South Suburban. They have developed a new program with South Suburban and Northern Illinois University where students can go through their channels beginning in middle school into the high school for college credit.

Mr. Steele explained about the Explore Placement Test to be given November 3, 2015 giving eighth grade students a chance to be placed. School District 205 will be coming around October 6<sup>th</sup> to give a presentation to all students in the middle school. The students will then take the assessment November 3<sup>rd</sup>. Also we currently have 50 middle school students take algebra at Thornridge. They are picked up at home and attend class at Thornridge at 7:20 a.m. All this is an effort to prepare students for high school.

Ms. Booker asked about any incoming freshmen programs. Mr. Steele answered he had received information regarding a STEM summer camp and that there are all kinds of things for incoming freshmen.

School District 205 has a summer boost program and they earn a credit hour as long as they receive a C or better as well as some other programs.

Dr. Scott recapped topics for the next agenda, which include

1. Goal setting for the council
2. Online assessments
3. Curriculum mapping (Curriculum Writing Task Force)

Ms. Shelton asked the council about outreach to other parents in the community about current events. She suggested since teachers can link up with other teachers to make sure they have the information and knowledge, parents could link up with other parents to get information out. A parent may not be able to attend the meeting, but let the parent know that we can represent them here and let them know about all the great things going on.

Parents talking to parents may have a greater impact than for example an administrator speaking to a parent. She wants to entertain the concept of how can we as parents link up to get information out to other parents.

Dr. Scott asked if she meant parent communication at the local level, to which Ms. Shelton replied yes. We have eight parent representatives for the eight schools and this is a start.

Superintendent Dr. Shelly Davis-Jones joined the group and greeted everyone.

The meeting adjourned at 4:43 p.m.