

Quincy Public Schools Curriculum Committee Minutes
Board Office Conference Room #231
April 13, 2015

Committee members present: Sheldon Bailey, Jan Zeidler, Cheryl Vogler, Denette Kuhlman, Jan Cory

Committee members absent: Jan Leimbach, Jim Rubottom, Stephanie Erwin, Loren Kiest

Board members, staff and others: Jeff Kerkhoff, Julie Stratman, Ed Husar, Carol Frericks, Joel Murphy, WGEM Reporter, Michaela Fray

Call to order

Sheldon Bailey called the meeting to order at 5:05 p.m.

1. Committee Discussion Items

A. Topics Raised by Committee Members

- **Textbook Inventory Update** – Carol Frericks presented the Textbook Inventory K-12 PowerPoint to those present. Carol stated committee members had asked for an inventory of textbooks in the district across all grade levels due to concerns expressed that students did not have access to the textbooks they needed. The data for the Working Draft Document for each building was collected between January and April, 2015. The difficulty in providing 1 textbook for each student was discussed. The Budget Review and the revenue generated each year from student book fees were also discussed. Carol noted that the state provided funding through the Illinois Textbook Loan Program (ITLP) through FY2009 on a cycled basis and textbook purchases had been based on those cycles in the past. Joel Murphy suggested using the term *Instructional Material Fee* rather than *Book Fee*, as this fee goes beyond supplying just books. A Budget Comparison slide was reviewed which reflected per pupil revenues vs expenditures by building level. Member Vogler suggested comparisons prior to 2009 be reviewed. It was also noted that students eligible for free and reduced lunch either pay a reduced book fee or none at all, the impact this has on revenue was discussed. Increasing book fees or adding a technology fee was also discussed.

The following recommendations were made:

- Determine Course textbooks and resources needed to align with current curriculum and best instructional practices.
- Determine priorities for replacement textbooks and resources by conducting a gap analysis and generating a list of priorities.
- Determine replacement cycle for quality textbooks and resources to provide 1:1 access for students and teachers.

The Next Steps:

- **Determine Course Textbooks and Resources**

- Align instructional textbook/resources selection with current curriculum
 - Align each selection with research-based instructional practices
- **Determine Priorities for Replacements**
 - Conduct gap analysis of current textbook/resources
 - Generate recommendation list of textbook/resources
- **Determine Process for Replacements**
 - Create replacement cycle and budget for textbooks and resources to provide 1:1 access for students and teachers

Carol noted that she and Julie Stratman hoped that by January of 2016 they can begin making textbook adoption recommendations.

B. Assessment Inventory Report

Curriculum Committee members received a copy of the Assessment Inventory with the agenda prior to the meeting. Cheryl Vogler reported that the Assessment Inventory Citizens Advisory Committee (CAC) met 4 times in the past few months. Cheryl Vogler and Denette Kuhlman chaired the committee which represented parents, teachers and administrators. All teachers across all grade levels were surveyed on the usefulness of the assessments in place in the district and whether they use the assessment for its intended use. The data from that survey was analyzed by the Assessment Inventory Subcommittee. The subcommittee reported back to the CAC in March on their findings.

The following *Statements of Recommendation to the Curriculum Committee* were formulated by the CAC and were presented to the Curriculum Committee by Cheryl and Denette:

1. Recommend to conduct Assessment Inventory every other year in the second semester.
2. Recommend to create a task force to determine best practices with regard to research on grading, including recommendations on the current practices of 80/20, retakes, and homework by the 2016-2017 school year.
3. Recommend to create a task force to design and implement a standards aligned report card for K-5 by the 2016-2017 school year.
4. Mixed recommendations on ACT for 2015-2016 school year. Secondary educators recommend not administering the ACT/WorkKeys, even with state funding. Parents had mixed recommendations, including administering ACT/WorkKeys if state provides funding.
5. Recommendation to purchase the revised K-5 standards aligned Everyday Math materials.
6. Recommendation for professional development time to revise K-6 Writing About Reading (WAR) Assessment, including PARCC aligned questions (prompts).

7. Recommendation for professional development opportunities regarding using MAP data to inform instruction and to communicate with parents.

The recommendations were discussed by Curriculum Committee members present. These Statements of Recommendation will be presented to the Board at their next meeting on April 22, 2015 by Sheldon Bailey.

Member Cory stated she had hoped for more clarity into how many hours students/teachers spend on testing. Jan Cory specifically referenced number 15 on the Assessment Inventory. There was discussion on how the testing times are represented in the survey, does it truly represent the testing time? Overlaps in assessments as well as a cross reference of assessments were also discussed. It was determined that a subcommittee of the CAC would elaborate on testing time and overlap of assessments. The subcommittee will report to the Curriculum Committee in June of 2015.

Grading practices were discussed and reviewed by the CAC and the subcommittee. They looked at the Grading Practices 2009 document to create the survey questions and the results were:

- Continue to look at best practices, and provide more information on the 80/20 policy and retakes.
- How are grading practices handed down? The current practices were developed in 2008 and implemented in the 2008-2009 school year with revisions. This included the 80/20 and 90/10 (honors) grading practices and provided direction to teachers on retakes.

It was recommended to create a task force to look at best practices by the 2016-2017 school year. It was suggested to look at other districts and it was pointed out that the ROE provides training in this area. Other items discussed were:

- Online access at home for students
- ACT administration
- How will PARCC information be disseminated

2. Recommend to the Board of Education for Action

- None

3. Consider any other matter relating to the Curriculum needs or concerns of the district

- Look further at time spent on assessing students and the overlap of assessments.

4. Questions and Comment from the Public – Jeff Kerkhoff provided those present with a document entitled *High School 1957 vs 2013*. Mr. Kerkhoff initiated a conversation about current assessments.

5. Adjourn: 5:55 p.m. Next Meeting - Monday, May 11, 2015 RM 231