



## Board of Trustees – Teaching and Learning Committee

Wednesday, December 1st, 2021 – 12:00 PM

This meeting will occur at the Lincoln Center (1325 Poplar St., Helena, MT. 59601) and via Microsoft Teams.

To participate remotely, please use this link on Microsoft Teams:

<https://teams.microsoft.com/l/meetup-join>

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*Committee Purpose Statement: The Teaching and Learning Committee collectively works to operationalize the strategic priorities of the Helena Public Schools specifically in areas related to our goals and measures for teaching and learning.*

### AGENDA

**I. CALL TO ORDER / INTRODUCTIONS**

**II. REVIEW OF AGENDA**

**III. GENERAL PUBLIC COMMENT**

This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues, or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.

**IV. REVIEW OF MINUTES**

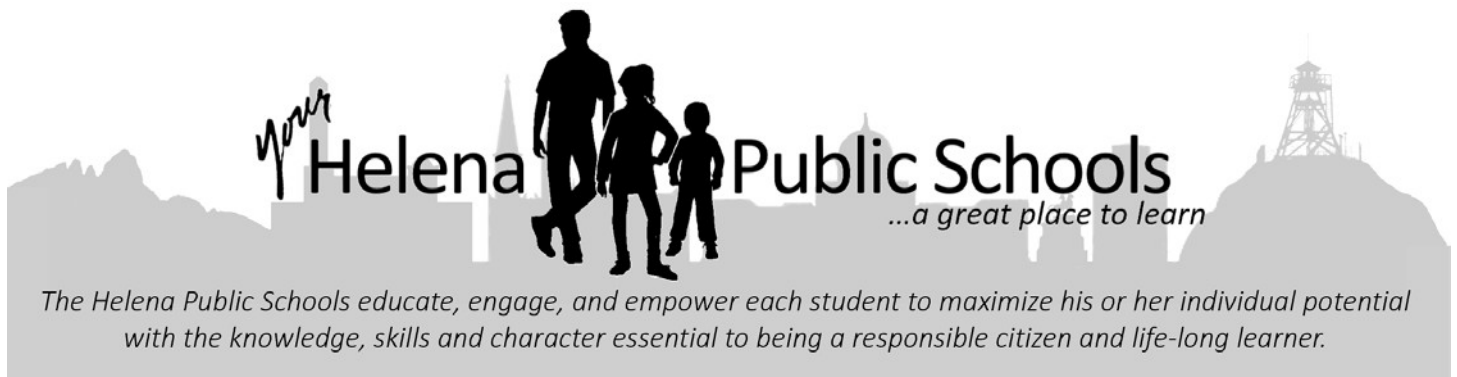
Review of 11.03.21 Teaching & Learning Committee Meeting Minutes. (See Attached).

**V. ITEMS FOR INFORMATION/DISCUSSION**

A. Process For Middle and High School Curriculum Review

**VI. BOARD COMMENTS**

**VII. ADJOURNMENT**



Board of Trustees – Teaching and Learning Committee Meeting  
Wednesday, November 03, 2021 – 12:00pm

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## MINUTES

### ATTENDANCE

#### *Trustees:*

Jennifer McKee, Committee Chair  
Siobhan Hathhorn, Committee Member  
Jennifer Walsh, Committee Member

#### *Others:*

Rex Weltz, Superintendent  
Josh McKay, Assistant Superintendent  
Barb Ridgway, Chief of Staff  
Brian Cummings, Assistant Superintendent  
Joslyn Davidson, Curriculum Director  
Kaitlyn Hess, HSD TOSA  
Jane Shawn, HEA President  
Karen Ogden, Communications Officer  
Candice Delvaux, Executive Assistant  
Ashlie Buresh, Literacy Coach  
Gary Myers, Director of Educational Technology  
Shane Snyder, Senior Infrastructure & Information Systems Manager  
Janelle Mickelson, Business Manager  
Abby Kuhl, Instructional Coach  
Kelly Connelly, Instructional Coach  
Melissa Romano-Lehman, Instructional Coach  
Michelle Ford, Instructional Coach  
Katherine Literski, Instructional Coach  
Jessie Mitchell, Instructional Coach  
Ashlie Buresh, Instructional Coach  
Riley Thatcher, Instructional Coach  
Lona Carter, Principal  
Amber Byrd, Instructional Coach  
Ashley Komac, Instructional Coach  
Luke Muszkiewicz, Board Chair  
Kayla Ryan, Instructional Coach  
Justine Alberts, Principal

**I. CALL TO ORDER/INTRODUCTIONS**

The meeting was called to order at 12:06 pm by Committee Member, Siobhan Hathhorn.

**II. GENERAL PUBLIC COMMENT**

There was no public comment.

**III. REVIEW OF AGENDA**

No changes were requested to the agenda.

**IV. APPROVAL OF MINUTES**

The committee reviewed and approved the 10.06.21 Teaching & Learning Committee Meeting Minutes.

**V. ITEMS FOR INFORMATION/DISCUSSION**

**A. Overview K-5 Progress Reports & Conference**

Joslyn Davison, Curriculum Director, commented. Last year in response to COVID we rolled out a progress report instead of our traditional report cards because we had to really focus in on the standards that we would be teaching with COVID and having students not be in school full time. We had a task group formed to move towards standards-based grading in our K-5 system. We worked back with our coaches this fall to put together a package that would support teachers, utilizing the progress reports and communicating to parents the progress their student is making as they progress through the year. So, we do our benchmarking, we have our intervention components in place, and now we are moving into measuring the student's success and communication.

The committee viewed a Power Point presentation regarding focusing on student growth. The first slide asked the following questions. What are the individual student needs? How do we address those needs (WIN, PDSA)? How do we report growth to parents? (iReady reports, progress reports, and state assessments (SBA and ACT). The committee was then shown an example of an iReady report.

The group then discussed the Standard-Based Grading Committee. Abby Kuhl, Instructional Coach, commented. Last year the committee had teachers who volunteered to be part of the committee, and there was representation from every level and every school with around 40 members. We went through first and identified the essential standards for each grade and what that child absolutely needed to master to be successful. This year we relooked at those and added some other standards into those or adjusted them based on the assessments that are given at each level and that helped us create this new document. We also took teachers' feedback about things that they liked and things that needed to be reworded so that it made more sense to families and to teachers as they were determining what each standard means. After we went through and looked at what our unit assessments are that we use within each grade level and what standards are hit in those assessments, we had a team of teachers from each grade level relook, rework, and refigure it out. Some of those teachers were on the original Standard Based Grading Committee.

The committee viewed in SharePoint a document that displayed each grade level has all the instructional information for every teacher at that grade level. There are Year-At-A-Glance documents for reading, math, and writing by unit. New this year, the coaches put in an Elementary Roadmap at the top of the document. It is the roadmap for implementation of the Instructional Framework, the Intervention Component (WIN), and Standards Based Grading. The committee then reviewed an example of a Standards Based Grading Assessment for first grade and what changes were made from this year compared to last year. The group then discussed the FAQ document that is available as a resource for any questions about Standards Based Grading and how it will be a helpful resource to give to parents as well. Next, the committee viewed an example of a Kindergarten Progress Report. At the Kindergarten level, they have been doing the standard based grading for about five years now. There have been a few additions to the report this year.

Ms. Davidson commented. We assigned each Instructional Coach to a grade level to focus on, so they each are at a school, but they act collaboratively. Administrators are also assigned to specific grade levels as well. Because we now have criterion referenced assessment in-house, we can tie iReady to SBAC, and then SBAC to ACT. We also have Performance Matters now which is the data warehouse, so we can go in and look at a particular student and we will be able to look at their progress from beginning to end in their educational career with these assessments that speak to one another. So, we can build with SBAC to ACT predictors. In 8<sup>th</sup> grade if they performed at this level in SBAC, they are predicted to perform at this level on the ACT. Now we can take that all the way back to iReady.

Kaitlyn Hess, HSD TOSA, commented. They have an SBAC predictor on iReady now which teachers can access and then communicate that information to parents. It is nice that we are beginning to align all our K-12 assessments with our instruction, so that when we get to the SBAC, or ACT things aren't coming as a surprise to us and that all students have a chance to fill the gaps and be successful.

The presentation concluded with each Instructional Coach introducing themselves and stating which school they represented.

## **VI. BOARD COMMENTS**

Ms. Hathhorn commented. How many middle school and high school Instructional coaches are there?

Ms. Davidson replied. There are two middle school coaches, four high school coaches, and one at PAL.

Jennifer McKee, Committee Chair, commented. If you have a gap that is filled in with extra credit, or whatever it is that is helping you get out of the D zone, when you build on all these standards next year, if you were relying on something that didn't actually capture what you learned and what you mastered, you will not be able to continue.

Ms. Hess replied. We saw that particularly in our 9<sup>th</sup> grade scores. When we did our literacy grant work, we saw some gaping holes. With the onset of iReady we were able to drill down and really see where students were and identify those gaps.

Mr. Weltz commented. In three months, I am super proud of the work that Joslyn, Kaitlyn, and our Instructional Coaches have done. From a 60,000-foot view my goal is to provide consistency across our district and our buildings. I look forward to the months and years ahead of us.

## **VII. ADJOURNMENT**

The meeting was adjourned at 1:08 p.m. by Ms. McKee.