



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees
Teaching and Learning Committee Meeting
Wednesday, September 6th, 2023 – 12:00pm

MINUTES

ATTENDANCE

<i>Trustees:</i>	<i>Others:</i>
Jennifer McKee, Committee Chair	Rex Weltz, Superintendent
Kay Satre, Trustee	Gary Myers, Director of Educational Technology
Linda Cleatus, Trustee	Jane Shawn, HEA President
	Keri Mizell, Human Resources Director
	Kaitlyn Hess, Assessment and Federal Programs
	Karen Ogden, Communications Officer
	Josh McKay, Assistant Superintendent
	Joslyn Davidson, Curriculum Director
	Jonna Schwartz, TOSA/Instructional Coach
	Tim McMahon, Activities Director
	Barb Ridgway, Chief of Staff
	Lona Carter, Student Health
	Therese Tucker, English Learner/Multilinguistic Learner Coordinator
	Abby Kuhl, TOSA/Instructional Coach

I. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at 12:05 p.m. by Committee Chair Jennifer McKee.

II. GENERAL PUBLIC COMMENT

There was no general public comment.

III. REVIEW OF AGENDA

No changes were requested to the agenda.

IV. APPROVAL OF MINUTES

The committee reviewed and approved the minutes from the 04.05.23 Teaching and Learning Committee Meeting.

V. ITEMS FOR INFORMATION/DISCUSSION

Ms. Joslyn Davidson, Curriculum Director, reviewed professional development that took place over the summer. The elementary is working with an updated reading program and they are utilizing Eureka Math which is a free online resource. Ms. Davidson reviewed the various training that took place over the summer such as Into Reading training, interventional flow chart training, and Conscious Discipline training. Over the summer the CTE educators came together and prepared for the upcoming school year.

Ms. Davidson discussed the role of TOSAs in the district. TOSA stands for Teacher on Special Assignment. Ms. Jonna Schwartz, TOSA/Instructional Coach, discussed that her role includes building a support system that can function in the schools even when the Instructional Coaches are no longer in those buildings. Ms. Schwartz is also assisting Ms. Davidson in writing a literacy plan that is associated with a grant. Ms. Abby Kuhl, TOSA/Instructional Coach is also assisting with that project. This summer the TOSAs focused on the various instructional frameworks in the district and on creating a playbook that has explanations of all the different strategies, checklists for implementations, and different activities that people can work on. Ms. Kuhl discussed that the TOSAs are working on some engagement strategies that will include the use of some walkthrough tools as well as meeting with principles about how to best support the implementation of WIN and SLT in their buildings. Ms. Davidson shared a document provided by Ms. Melissa Romano, TOSA/Instructional Coach, that shared some of the work Ms. Romano has done in the district including working to update SharePoint with Eureka math resources for teachers, and uploading grade level slides, end of module and mid module assessments and exit tickets for each lesson for all grades. Over the summer, Ms. Romano created short videos about Eureka math and how to access the website that has all the Eureka teacher and student materials. Ms. Therese Tucker, English Learner/Multilingual Learner Coordinator, discussed her role in the district including working with students and their language development and working with refugee families and their students that are in the Helena Public School District and helping them be successful in school. Ms. Kaitlyn Hess, Assessment and Federal Programs, concluded the discussion by reviewing the role of Ms. Michele Zentz, Homeless Liaison for the Helena Public Schools.

VI. BOARD COMMENTS

There were no board comments.

VII. ADJOURNMENT

The meeting was adjourned at 1:05 p.m. by the Committee Chair Jennifer McKee.