

MSA Academics Committee Meeting - Notes
Wednesday, October 21, 2015, 7:45am, Room 9

In attendance:

Romelle Pornschloegl, John Gawarecki, Steve Pullar (Science), Hannah Kostichka (SPED), Cathy Moos (SPED), Maria Sustic (Spanish), Maggie Burggraaff (English), Molly Molitor (PE/Health), Jen Heydt-Nelson (Art), Bronwen Williams (Math), Jerry Shelton (Music), Marci Patchett (Parent), Noelle Haland (Chair)

Discussion: WORLD'S BEST WORKFORCE

John shared several documents:

- MSA's WBWF Report Summary for 2013/24 (dated October 31, 2014) for our review.
- Template from MDE for our 2014/15 WBWF Report Summary due December 1, 2015.
- Rubric that MDE will use to review our WBWF Report Summary with 4 main categories:
 1. Stakeholder Engagement
 2. Goals and Results
 3. Identified Needs Based on Data
 4. Systems, Strategies and Support Category

Per the rubric, WBWF goals should be in the "SMART" format: specific & strategic, measurable, attainable (yet rigorous), results-based and time-based.

- 2014/15 goals were not explicitly in this format. In fact, our goal-setting last year appears to have been far and above what MDE requires for WBWF.
- MDE will score us based on our PROCESS as well as our RESULTS in meeting our goals.

OUR COMMITTEE'S PRIORITIES:

1. Prepare our WBWF Report Summary for 2014/15 which is due to MDE by December 1, 2015 -- we need to find and consolidate all documentation.
2. Review/clarify/expand goals soon for 2015/16, aligning them with MDE's rubric and template

REVIEW OF MDE RUBRIC: Where do we stand so far for 2014/15?

1a. We have put MSA's Annual Report onto our website & will give MDE the link in our Summary Report.

1b. Noelle will go through BOD minutes to see if WBWF was presented to the BOD to review progress.

1c. The list of who was on the WBWF Advisory Committee ("taskforce") last year is:

Jenn Reichl, Dan Keller, Marci Patchett, Emilia LaCasse, PJ Flanigan, Kim Roeker, Jean Anderson and Atte Kadoma. *(Is this list complete??)*

2a and 2b do not apply to MSA.

2c, 2d and 2e all refer to what we focused on last year as our goals.

3a. MSA should have identified needs based on various data points which we will need to specify.

4a. Extensive discussion about student systems/strategies/reports category:

- We can gauge yearly student progress (pre WBWF goals) based on MCA and PSAT scores.
- We need more data analysis and not more standardized testing.
- Child Find (monthly process) helps with analyzing data and identifying students in need of intervention
- Other remedies put in place last year include group conferences

- Discussion of how to disaggregate data by student sub-groups -- which sub-groups?? We must be careful about confidentiality and data privacy since publishing sub-group information can potentially identify individual students because of our small size and the small numbers in most sub-groups.
 - Possible sub-groups we could consider are grade level, gender, race/ethnicity, free/reduced price lunch data, SPED status and ELL status, though many of these carry risks detailed above.
 - SPED sub-group - not a big achievement gap last year.
 - ELL sub-group -- should be a specific goal since we know we need to improve. Identifying students who may qualify for ELL interventions is critical. First, a student is identified in "Child Find" process, then an ELL assessment is completed, and then ELL interventions are conducted if needed. MSA has two teachers with current ELL licenses, but both are full-time (non-ELL) teachers and have not been able to devote the necessary time to ELL needs. Per John, a part-time ELL teacher position has been posted for the better part of a year but has not been filled. Possible solutions could involve adjusting the teaching load of one or both of the current ELL-licensed teachers or possibly contracting with an outside firm (eg. Family Achievement?) for limited, part-time ELL teacher services.
 - Grade-based sub-groups -- grades 6-8 are easier to track for progress than grades 9-12.
- 4b. Discussion about teachers and principals category:
- Continue the rotating schedule of teacher observations & evaluations that was begun last year, which included 3 pre-assessments, 3 observations, 3 post-analyses. We need documentation of all of these.
 - New teachers have a mentor/mentee relationship
 - Could there be peer observations? QComp could be one option and provides some funding for this. (John would like to re-apply for QComp again.)
 - We need documentation of all staff professional development as they pertain to WBWF goals.
 - We need documentation for all principal's (director's) evaluation processes.

ACTION ITEMS:

1. Bronwen: Find & send to Noelle documentation that emerged from Jenn Reichl's public meeting with parents & stakeholders.
2. Noelle: Go through BOD minutes to document when WBWF was reported to BOD to review progress.
3. John: Request that teachers give John a listing of all professional development conducted in 2014/15.
4. John: Find/create templates for teacher/staff surveys and evaluations (and documentation that they occurred).
5. Noelle: Find results of teacher and director evaluation processes that were presented to BOD to show progress.

NEXT MEETINGS:

Wednesday, 11/4/15, 7:45am (room 10) (focus = WBWF)

Wednesday, 11/18/15, 7:45am (room 10)

Wednesday, 12/2/15, 7:45am (room 10)

**** Standing meeting will be the first Wednesday at 7:45am. ****