

## Academics Committee Agenda

March 1, 2021

8:00 am-9:00am

Zoom link:

Members: Michelle Kurkoski, Maggie Burggraaff, Tom Johnston, Joell Pundsack, Emily Graveen, Cheri Howe, Jeana Albers, Hannah Kostichka, Noah Langseth, Teresa Ward, Kirstin Knutson, Tara Richert, Noelle Haland, Kassie Larson, Wendell Sletten, John Gawarecki, Jennifer Heydt-Nelson, Angie Haverland, Jennifer Bartle, Paula Akakpo, David Pushparaj John, Jill Findlay, Courtney Gregar, Shannon Froberg, Mariah Smith

1. WBWF Updates (Tom) 3 minutes
  - a. WBWF presentation update?
    - Had a family show up in person that watched the presentation from a distance; also had a few people attend via zoom. 45 min presentation. Presentation has been posted under the Academics Committee portion of the website.
  - b. Third Fastbridge inventory update?
    - Was planning on being in March, but now will shift it to the end of April or early May, but will talk to advisory teachers before setting a date.
2. Supplemental Online Learning Update (Emily) - are there updates this month?
3. Tutoring program update - are there updates this month? Will be getting an update from tutor.com this week.
4. Enrollment update (Joell) 3 minutes

-Have 2 6th grade students who withdrew last week. Have had a challenge finding a replacement but will continue to go through the waitlist.

-New registration process and it is taking some time

5. Scheduling and Registration update (Joell) 5 minutes
  - a. Review - did the AP signup process work well this year?
    - i. This year was completely online. At the end of Nov., students were able to apply online, emails sent out to students/parents, and information included in the newsletter. Teacher then approved/denied the student. Approved students would have to sign expectations, but this year's deadline had to be extended because quite a few students missed the expectations portion. Joell plans on sending out a new round of invites for classes that still have room.
  - b. High school electives
    - i. All full. More juniors next year. Would like to offer 2 sections of AP Comp Sci. since about 20 students on the waitlist. Might actually need another math teacher because that would mean 3 math teachers with an overload. Taking a look next year for expansion of high school electives? John will also take a look to see if the budget can accommodate a third math overload.
6. MCA testing update
  - a. Testing March 22-April 6th (could change the 4/6 because that is the third test for the 8th grade and it can be moved). Grades that are testing that day would have classes cancelled or be asynchronous.
7. AP Testing update
  - a. Not much guarantees on any set locations. Two administration windows. Paper is in the first two weeks of May. Second administration window is digital at the end of May and beginning of June. Plan to offer paper and digital. Emily would like to

- know each student's preference prior to leaving for spring break.
8. Policies 601 and 603 (annual review)
    - a. No updates to policy 603. Policy 601 has a minor update in the section where it mentions individuals identified as dyslexic. Part C- added a #4 which talks about reporting to the commissioner of education about identifying and reporting someone who displays the characteristics of dyslexia. Policy 601 will wait a month for the bod pending this info.
  9. Curriculum Review Cycle discussion
    - a. Review materials from Tom
      - i. Still needs tweaking for Social Studies for this year. Tom isn't too concerned about this year and where departments are on the chart, but focus on next year.
    - b. Discussion and recommendation
      - i. MS Science is purchasing this year, but would like to get both MS and HS get back together eventually. Question from Wendell, how much money is there to be dedicated for a dept? Going to be starting new classes and would like to know what can go to getting supplies for the new students. Would possibly need textbooks. Answer- sheet music is considered textbooks as well. John and Wendell will connect more on this.
      - ii. Question on when curriculum is placed in budget. If purchasing next year, needs to be in budget submitted in spring.
      - iii. Tom will be sending out a revamped version of the cycle again.
  10. HS Science Progression and Students with IEP
    - a. Update from meeting and discussion
      - i. Concern was that there were some students being placed into science courses outside of graduation requirements and without science dept input.
      - ii. Teachers from prior years and future year need to be included to determine which class student is most appropriate for the student to take.
      - iii. When a course is to be taken as a replacement for grad requirement for any dept, SPED dept should reach out to the dept that this affects.
      - iv. Question came up with who does have the authority to change grad requirements? John was going to touch base with Mike Descheneau to learn that answer.
      - v. Moving forward with teachers involved being invited or communicated with prior to a meeting where course progression or course modification would be determined.
  11. Modified TF update
    - a. Meeting tomorrow. Will have updates for the next meeting.
  12. Elective Approval Process
    - a. Review draft of Procedures for course approval and deadlines- postponed for next meeting
  13. EL Testing in the spring
    - a. What needs to be set up/scheduled?
      - i. 2 EL students do not plan to come back, and 1 is. Testing might have to occur on Fridays because of Maroon/Silver conflicts. Could bring on campus on 26th while other testing is going on (pending they have transport). Is it possible to Uber them to campus? Answer- practice is not to use Uber. There might be codes that can be used if students can't make it onto campus. Everything needs to be completed by April 16.
    - b. Other needs?
  14. AFC Grant requests- had requests for \$900 including tech, art supplies, headsets. Has \$1400, so will open up for a second round to see if any more requests. People who made requests for the first round will be notified that their requests will be granted.

Next Meeting: Will be April 12, 2021

April Agenda items

1. Elective approval process
2. Policy 601
3. PD taskforce update?
4. Modified transcript update
5. Enrollment/registration updates

## Academics Committee Yearly Calendar

Month	Description
August	<ul style="list-style-type: none"> <li>● Should the first Academics Committee meeting be in August (decide at June mtg)</li> <li>● Get BOD SAM Academic Goals, and after determining any additional goals, set a process for meeting those goals</li> </ul>
September	<ul style="list-style-type: none"> <li>● 1st Fastbridge Inventory</li> <li>● MCA results will go to the departments so that each department can determine how to approach their Academic Goals (For the 18-19 school year, this means Goals 1,2 and 5) When and how should they report the changes they made?</li> <li>● Share last year's WBWF with SAM for the Annual Report</li> <li>● Review - John sends new legislation/standards to the corresponding departments annually</li> </ul>
October	<ul style="list-style-type: none"> <li>● Annual report due October 1</li> <li>● Review of last year's WBWF report to the Academic Committee</li> </ul>
November	<ul style="list-style-type: none"> <li>● Review of last year's WBWF report to BOD in November meeting</li> <li>● Departments should begin to plan for next year's electives and to detail a back-up plan in case of low enrollment in the elective classes</li> </ul>
December	<ul style="list-style-type: none"> <li>● WBWF report due to John by Dec 1 and to MDE (mid-Dec)</li> <li>● 12/18 Course lists and descriptions due to scheduling office</li> <li>● 2nd Fastbridge Inventory</li> </ul>
January	<ul style="list-style-type: none"> <li>● Office needs a list of classes offered by each department by the middle of the month (including AP and electives)</li> <li>● 1/3/18 - AP class schedule available to students</li> <li>● PSAT results can go to the departments</li> <li>● Review Academic Agreements and Open House Expectations</li> </ul>
February	<ul style="list-style-type: none"> <li>● Students sign up for their classes</li> <li>● WBWF presentation and input from public</li> </ul>
March	<ul style="list-style-type: none"> <li>● 3rd Fastbridge Inventory before Spring Break</li> </ul>

	<ul style="list-style-type: none"> <li>● Report how AP signup process is proceeding</li> </ul>
April	<ul style="list-style-type: none"> <li>● Educational Program Policy committee should review model policies #613-620</li> <li>● Professional Development Task force will have data to begin to plan for the following year</li> </ul>
May	<ul style="list-style-type: none"> <li>● MCA snapshot results available</li> <li>● Review PSAT(Dec) and ACT scores (if taken at MSA receive in May-June)</li> <li>● Students can see their classes online</li> </ul>
June	<ul style="list-style-type: none"> <li>● Academics and WBWF committee will make recommendations and present them to Board by looking at the MCA snapshots and determine Professional Development for the following school year</li> <li>● Determine if we should have a meeting in August or September?</li> <li>● Reflect on goal setting for next school year?</li> </ul>
July	