

Academics Committee Agenda

April 12, 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 update (?)
No updates/information
2. AFC Grant Request Update (any new info?)
No updates/information
Can any money be used for PPE?
 - There isn't an equitable way to provide a clothing allowance.
3. Supplemental Online Learning Update (Emily) - (?)
No updates/information
Does the OLL overlap with this?
4. Tutoring program update

The task force has decided to post this on the MSA website for anyone to use.
There are a lot of hours left that can be used this school year.

Any family can request tutoring. Tom will send an update out to families.

5. Enrollment update (Joell) (update this month?)

Our enrollment for 2020-2021 is now is at capacity.

For 21-22 we have some 8th graders and high school students who will not be returning.

The teacher schedule has been shared with the staff, this should not change for next school year.

AP Computer science has two sections, one of these sections is replacing Anatomy.

Creative Writing is being replaced with Alternative Literature and HS Speech.

A survey for incoming families in regards to music for next year, a MS choir and MS orchestra has been requested. Due to COVID shifting enrollment numbers, these courses will be offered during the day next year. This offsets other enrichment classes being overfilled in the past. This will help build the performing arts program.

6. Scheduling and Registration update (Joell) 5 minutes

Joell will make schedules accessible to students by the end of the day today, so they can see if there are any areas that need to be adjusted.

7. MCA testing update (?) (Kirstin)

The majority of testing is finished. The 11th graders will test this Friday 4/16, and it is also a make-up date for students who did not finish testing or missed testing.

Times are from 9:20-12:00 for 11th graders in the gym, and makeup testing begins at 10:00 and will run until 3:00 in Guerra's room and Larson's room. Only a few students have not responded back about testing. They will be contacted this week.

April 30th is the last day for makeup testing. Only two or three students have signed up; possibly, some 11th graders who do not make this Friday's test date or need additional time could be added to this date.

EL Testing is completed.

Attendance should not be taken for students who are testing that day.

8. AP Testing update (?)

Emily will be sending out information to the students and teachers who are directly impacted by AP testing this week.

There is a mixture of paper-in-person and on-line at home.

Testing begins 5/4 and ends 5/25 for paper, but this may be extended into June for online testing. Tests are either from 8:00-12:00, or 12:00-3:00.

9. Policies 603 update - has a task force for the dyslexia requirement started?

No updates/information

This will start to be looked into.

10. Curriculum Review Cycle discussion

- a. BOD question - how do we assess efficacy when in the observation and review stage?

This should be brought to department meetings for discussion for what the benchmarks are for the observation and review stages. Michelle K will send this out to

department chairs.

11. Modified TF update (Kirstin)

NOTES FROM 3/29 MEETING:

Pass/fail:

Okay for classes as long as we stick to the grade criteria for the class. Example: math and spanish they need the c- or higher to be considered passing. This would also have a separate grade book if needed.

1. Medical:

- a. Students who have missed 15 days or more.
- b. Student's injuries impact their education and learning long term.
- c. Long term mental health that impacts their ability to learn.
- d. Re-evaluate every semester if need be. For example, if a student needs to do half days they would be pass/fail for that semester rather than the whole year.
- e. We need medical documentation of doctor's recommendations referring to the injury.

2. Transfer students:

- a. New teacher of the student should be able to review the syllabus of the previous class prior to the student starting to see if the student needs pass/fail.
- b. Placement tests will be reviewed and monitored student progress throughout the year.
- c. If a student enters a class after day 10 of the course the student would automatically go to pass/fail for that semester. At the end of that semester the need for Pass/fail will be evaluated by the team to determine if a student is eligible for pass/fail next semester.

3. Schedule change:

- a. If a student or parent request a class change after the first 10 school days they would enter the next class as a pass/fail for that semester. The team could evaluate at the end of the semester to determine if pass/fail is needed for the second semester.
- b. If a student moves down a level in a class by teachers recommendation, the student would receive a W for the class they were pulled from and receive a pass/fail for their new class for the semester.
- c. If a student switches at semester end they would receive the grade they got for that semester, and then the next semester they would be on a pass/fail.

4. Special services:

- a. The students 504 or IEP team would meet to discuss eligibility for Pass/fail.

5. Semester long courses:

- a. If a student withdraws from a semester long course they would receive a W and they would have the opportunity to re-take the course.

Who attends the meetings:

12. Teachers, counselor, administrators, Parents.

13. It is the team's responsibility to determine if that individual student is eligible for pass/fail.

- How does P/F affect GPA?
 - P/F doesn't impact GPA. It counts for the course credit.

There needs to be better instructions if P/F is only for one semester.

According to PACER, you can have "modified" on a transcript, but not identify specifically what it is for.

- What time frame is helpful for setting up the gradebook for P/F?
 - Ideally before the end of the previous school year.
- If there are changes to a student's medical/mental health, do they need documentation?
 - Yes, an extension of the time frame would require another team meeting. This can change, but the documentation is needed.
- Would grades be placed in Skyward in the same manner as they are for other courses, regardless of P/F?
 - If a student comes off of modified, this determination is still for a semester at a time. Skyward will keep track of this. It is still based off of MSA's grading scale.

14. PD Taskforce update?

We have information and a contact with the YMCA Equity Innovation Center to possibly provide equity training next year. They'll be able to work with us to tailor the training to our needs.

15. OLL Taskforce update (Maggie)

OLL has met three times. Work has been divided into five groups (Application, Narrative, Statutes, Academic Standards, Special Education).

We will be meeting with someone from MDE on Thursday 4/15 in hopes many of the questions that have come up can be answered.

Approval is needed from MDE to open up a full OLL school, but it is not needed to offer supplemental OLL courses.

Ideally the application can be completed and submitted by the end of the school year so that approval can be granted for a possible OLL expansion beginning 2022-2023.

Next Meeting: Will be May 10, 2021 8:00 a.m. **stil via Zoom**

Academics Committee Yearly Calendar

Month	Description
August	<ul style="list-style-type: none"> Should the first Academics Committee meeting be in August (decide at June mtg) Get BOD SAM Academic Goals, and after determining any additional goals, set a process for meeting those goals
September	<ul style="list-style-type: none"> 1st Fastbridge Inventory 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? Share last year's WBWF with SAM for the Annual Report Review - John sends new legislation/standards to the corresponding departments annually
October	<ul style="list-style-type: none"> Annual report due October 1 Review of last year's WBWF report to the Academic Committee
November	<ul style="list-style-type: none"> Review of last year's WBWF report to BOD in November meeting 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
December	<ul style="list-style-type: none"> WBWF report due to John by Dec 1 and to MDE (mid-Dec) 12/18 Course lists and descriptions due to scheduling office 2nd Fastbridge Inventory
January	<ul style="list-style-type: none"> Office needs a list of classes offered by each department by the middle of the month (including AP and electives) 1/3/18 - AP class schedule available to students PSAT results can go to the departments Review Academic Agreements and Open House Expectations
February	<ul style="list-style-type: none"> Students sign up for their classes WBWF presentation and input from public
March	<ul style="list-style-type: none"> 3rd Fastbridge Inventory before Spring Break Report how AP signup process is proceeding Annual review = Policies 601 and 603

April	<ul style="list-style-type: none"> • Educational Program Policy committee should review model policies #613-620 • Professional Development Task force will have data to begin to plan for the following year
May	<ul style="list-style-type: none"> • MCA snapshot results available • Review PSAT(Dec) and ACT scores (if taken at MSA receive in May-June) • Students can see their classes online
June	<ul style="list-style-type: none"> • 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 • Determine if we should have a meeting in August or September? • Reflect on goal setting for next school year?
July	