



Meeting Information:

Meeting Name:	CISA Workgroup
Date & Time:	May 10, 2016 at 3:30PM to 4:30PM
Location:	Eagle Ridge Academy room 131
Invitees:	Erica Higgins, Erica Powell, Susan Bloomgren, Annette Drieslein, Tiffany Goedjen, Maria Nikonova
Attendees:	Erica Higgins, Erica Powell, Susan Bloomgren, Annette Drieslein, Tiffany Goedjen

Meeting Agenda / Objective(s):

Objective(s)	Upon Debrief: Objective Met?
1. Check in with DDI and teacher evaluation process progress	Yes
2. Check in and review SMART goal and Q-Comp Processes	Yes
3. Review the Technology Plan	Yes
4. Check in on reporting areas of strength and areas of growth for PLC	Yes
5. Check in on reporting areas of strength and areas of growth for Curriculum overviews	Yes
6. Check in on reporting areas of strength and areas of growth for Classical coordinators	Yes
7. Check in on reporting areas of strength and areas of growth for Core Knowledge	Yes
8. Latin curriculum book proposal	yes

Meeting Minutes:

We reviewed the CISA Update 5/10 created by Susan Bloomberg.

Technology plan is encompassing everything including hardware and software and is still being reviewed.

Over the summer Erica Powell and PLC leaders will be looking at gaps and what future course offerings may include in the future.

As we look at Core Knowledge in the middle school, ensure we cover the materials as the state standards do not align with Core Knowledge.

Latin Textbook proposal: The Latin department wanted to have a continuum of curriculum for 4-12. They want to use one textbook series starting at a younger textbook. K-3 Julia will develop curriculum to lead up to the 4th grade curriculum.

Decisions:

1.	
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Assigned Action Items (What's Next?):

Task	Accountability	Due Date	Date Completed

What's Been Accomplished?

Task	Who Was Responsible?	Due Date	Date Completed

Parking Lot / Issues to be Resolved in Future Agendas:

Date	Issue	Priority	Risk	Notes

November 2nd	January 12th	February 9th	May 10th	August 9th
Q-Comp Goals Smart Goals DDI check in DDI Process and Teacher Eval Process	New Curriulum Review Graduation Standards review	DDI and Teacher Eval check in	DDI and Teacher Eval check in Check in on Reporting of Area of Strength and Area of Growth for PLC, currciculum overviews, Classical coordiantors, and Core Knoweldge.	Review Test scores

CISA Update 5/10

DDI

- All 3rd cycle DDI meetings have taken place.
- Students of concern were identified as potential qualifiers for summer school.

Teacher Evaluation Process progress

- 3rd round of observations are complete in the Lower School.
- Upper School 3rd round will be complete by _____.
- Summative meetings have started in the Lower School and run through the rest of the year.
- Summative meetings will started on ____ in the Upper School.

SMART goal and Q-Comp Processes

- Teachers are beginning to give their post assessments to measure their student learning goal.
- Many teachers are anticipating meeting their goals.
- Final SMART goal data is due to Susan and Melissa before leaving for the summer.

Technology Plan

- The Technology Plan is still being reviewed by CaDan, Susan, Ken, and Jason and is still in draft form.

Area of Growth and Area of Strength from PLC

- PLC leaders reviewed the work of their PLC this year as compared to the its purpose.
- Leaders observed a strength is collaborating around the questions, “What is it we want our students learn?” and “How do we know when they know it?”
- More time could be spent digging deeper into the questions, “How do we respond when they already know it?” and “How do we respond we they haven’t learned it?”
- With expansion, there has been a focus on the first two questions to ensure accurate replication of courses.

Area of Growth and Area of Strength from Curriculum Overview

- Lower School curriculum maps and overviews will be updated based on discussions in PLCs. Maps and overviews are due to Susan and Melanie before leaving for the summer.
- Humanities spent much of the year in their PLC focusing on aligning curriculum with the lens of focusing a depth vs. breadth.
- Next year, math and science will begin the first stage of the curriculum review process which analyzing the scope of the curriculum K-12.

Area of Growth and Area of Strength from Classical Coordinators

- This year is the continued progress made regarding the development of the CTCP. The courses have been revised with input from cohort A and there are approximately 35 staff members involved in the two cohorts. Classical 301 received great reviews. Teachers are reflecting on the history, principals, and practices of Classical Education and using their knowledge to impact student learning. Based on member feedback and facilitator reflection discussions, we have made some modifications to courses to better serve our cohort members.
- One growth would be to continue to develop the facilitators of the CTCP specifically to work with adult learners versus K-12 learners. Another grow would be to get more parents involved and engaged in parent training.
- We will continue engaged the community in parent training. While the feedback we received through the offered parent trainings was positive, it was a very limited view of

CISA Update 5/10

our parent community. We are considering ways to improve parent education of Classical Education.

Area of Growth and Area of Strength from Core Knowledge

- Ensuring accurate alignment was a strength of teams this year.
- Teachers continued to examine ways to integrate the curriculum across disciplines.