

**COMMITTEE FOR CURRICULUM STUDY (CCS) MINUTES**

Administration - Board Conference Room

**Wednesday, May 17, 2017 - 3:30 PM**

**AGENDA**

**1. APPROVAL OF MINUTES (4/26/17)**

*Motion to begin meeting:* Sarah Hoffman

*Seconded:* Tom Ross

**2. NEW BUSINESS**

a. Curriculum Project Presentations

i. ***Algebra 1A*** (Sarah Noel, Scott Monuteaux)

Scott and Sarah offered background on how this co-taught course is laid out and taught by a Math teacher and Special Education teacher to freshmen who are deemed to have significant math deficiencies in order to help them earn their first math credit. The class size is set at a maximum of 15 and these students will take the Algebra I Common Core exam at the end of their second year for math credit.

ii. ***Introduction to Security*** (Jeff Tooker)

This class is offered to thirty seniors and covers eighteen chapters of material chosen based on Jeff's experiences as a part-time dispatcher. With only eight students signed up for the 2017-2018 academic year, we will not be offering this course at Columbia next year.

iii. ***Nonfiction SS Literature Embedded in the Grade 7 ELA Curriculum***  
(Sean Crall)

iv. ***American Perspectives*** (Kara Macpherson)

In the past, this course was a Core English course for seniors and was named American Diversity. In an effort to offer it to more students, it was renamed as American Perspectives and offered as an English elective. Kara reviewed the curriculum and

v. ***Fifth Grade Math Blasts*** (Sue Shreck)

vi. ***Grade 6 ELA Curriculum Writing Project***

Tammy Kirwin reviewed how the 6th grade ELA teachers have implemented the new curriculum throughout this school year. Materials are available on the Cloud but a binder is also available to peruse.

## **b. Comprehensive Guidance Plan (Allison Milazzo, Ashley Rickson)**

Allison and Ashley reviewed the Guidance Department program, standards, and guidelines. Allison reviewed the role of guidance counselors and explained how they are educators with a mental health perspective and act as collaborators for parents, students, teachers, administrators and the general community. Guidelines will now be updated on an annual basis, as required by new regulations adopted in May of 2017. They explained the framework for evaluating and building local school counseling programs, and also gave a brief review of Naviance and how it is introduced to students through various ways. The beliefs and vision of the department were reviewed, as well as the the different services offered to students. Direct services, such as curriculum needs, and indirect services including referrals, consultation, and collaboration were reviewed based on the different times of the year. For accountability, the counselors look at data analysis, program results, and evaluation and improvement for individual students. New regulation changes as of May 2017 for implementation in September 2019 include that all schools should have K-12 school counseling program. In grades 6-12 a certified school counselor will provide the program and in K-5, the program is designed by a certified school counselor in coordination with teaching staff. An Advisory Committee, a group of people that meets twice a year to assist the development of the school counseling program, will be established in the near future. An Annual Agreement will address how the counseling program is organized and what goals will be accomplished.

## **c. Program Review Updates:**

### ***i. Athletics***

Chris Hosley presented the components of the Program Review, including the Mission Statement, Athletic Philosophy, and accomplishments in athletics involving both community service activities and 7-12 athletic programs. The role of Columbia All Sports Booster Club was reviewed, as well as its mission to fundraise as much as possible in order to give back to the community. The objective and individual goals of the program were reviewed. Goals include expanding the Personal Fitness Physical Education program, implementing the new Concussion Impact Testing Software Program for student-athletes, adding two new varsity assistant coaching positions, and securing, planning and developing field repairs and upgrades.

### ***ii. Library***

Kate Ingham explained how the library media specialists have worked together this year to review their experiences in other school districts and their perspectives. With the approval of the 2017-2018 budget, two library media specialist positions will be filled. The department's mission statement was shared, as well as an explanation of the NYSED School Library Media Program Evaluation Rubric, which acts as a communication document as a means of evaluating the library program. The program review includes data analysis of various components within the program. Strengths include: Information Literacy, REading, and Intellectual Freedom. Weaknesses include: Equity, Staffing and Budget. Three SMART goals were created to achieve academic consistency across the buildings. It was mentioned that there is a definite need for the role of Department Chairperson to maintain communication across the district. Jim commented that it is important to include a request such as this in a Program Review so that a dollar amount can be assessed. Another SMART goal is to analyze library collections to assess the needs of our district. This can be done with release time by the

library media specialists and by updating the library automation system to Follette Destiny through Questar III BOCES in order to increase and streamline access to our digital and physical library collections. The third SMART goal is to update the physical spaces of our libraries, including the layout, furniture, and shelving. Learning areas should support Inquiry, STEM, and *Makerspaces*.

*Motion to Approve Program Review for BOE Approval:* Helen Squillace

*Seconded by:* Wendy McAlonie

iii. Foreign Language

This will be presented at the next CCS meeting on June 7, 2017.

**d. Program Reviews Scheduled for 2017-2018:**

i. Art

ii. Health

iii. Social Studies

iv. Mathematics

**e. Discussion RE: Curriculum Management (Program Reviews, Curriculum Writing, New Course Proposals, Professional Development, Purchasing of Instructional Resources)**

i. Process

ii. Purpose

iii. Recommendations Moving Forward

**f. 2017-2018 Calendar**

Jim handed out a tentative meeting schedule for CCS for the 2017-2018 academic year and a draft of a flowchart for curriculum management, planning, and decision making. He suggested scheduling a June CCS meeting to discuss changes for the future within this committee and requested that we give some thought to the various committees that are currently in place. An additional meeting was scheduled for Wednesday, June 7th at 3:30.

**3. OLD BUSINESS**

**4. PROFESSIONAL DEVELOPMENT**

**5. FOR THE GOOD OF THE ORDER**

**6. ADJOURNMENT**

*Motion to adjourn meeting:* Helen Squillace

*Seconded by:* Brian Marsh