

UPPER PERKIOMEN SCHOOL DISTRICT

Meeting Location - Upper Perkiomen Middle School
Room 122

901 Montgomery Avenue
Pennsburg, PA 18073

Curriculum and Instruction Committee Meeting

November 19, 2019
6:00 p.m.

CHAIR: Dr. Kerry Drake

Called to order 6:15pm

MEMBERS:

All members listed were Present

Stephen Cunningham

Judy Maginnis

Director of Curriculum & Instruction – Kimberly Bast

Assistant Superintendent – Dr. Andrea Farina

Director of Technology – James Roth

Curriculum Supervisor – Sarah Rothermel

AGENDA

1. Approval of October 28, 2019 Meeting Minutes (Attachment A)- **Fix one sentence, then approved.**
2. Teacher in the Workplace Grant – **application will be submitted for Year 2 on 11/20/19. Grant is actually due 12/23, but was submitted on 11/20/19 with letters of support and all requirements. Information on this program was shared with all staff this fall.**
3. Professional Development Planning- **As stated in each data presentation on 11/14, a long term, sustained plan for professional development with coaching is needed to build capacity in teachers in meeting all student needs. Mrs. Bast will be working with our Professional Education Committee and administrative team to create this plan in a fiscally responsible manner. A plan is also being developed for our Kindergarten teachers in preparation for the possibility of Full Day K.**
4. Curriculum Writing Progress- **Mrs. Rothermel and Mrs. Bast continue to work with small groups of curriculum writers to provide knowledge and support for using the Understanding by Design templates and BYOC platform. Work is progressing nicely. In January all groups will participate in professional learning on strong assessment creation as the next step. Questions arose about the curriculum review cycle which is in place and our guide for the work.**

Committee Mission Statement:

To support and enable instructional opportunities that engage students at all levels to achieve at their highest potential ensuring success in both academics and in life after graduation; resulting in a district where students want to learn, teachers want to teach, and parents/guardians want to send their children.

In order to assist in keeping an accurate record of the proceedings of this meeting, the meeting is being videotaped by the District.

5. Investigation of products used/Budget planning- Mrs. Bast has begun to dig in to the curriculum budget to ensure the products purchased are being used well and to see if there are areas where we can save/shift funds. Budget preparation begins in December.
6. Keystone Winter Training- Mrs. Bast and Mr. Amsler at the High School have been preparing for the winter testing window in January. The only testing taking place are those students who are retesting in Algebra I and/or Biology due to lack of proficiency in the Spring.
7. Second Step- Implementation is in full swing, with coaching support beginning from Devereaux. Mrs. Rothermel has been visiting schools and watching it in action and reports the students love it and are embracing the concepts. Mrs. Zavadel also noted the use of common language and students taking responsibility for their actions are two additional positive outcomes in our early stages of this program. There was discussion about programs for 6-12 since Second Step is in place for K-5. Additional research and follow up will take place.
8. Full Day K update- We met with representatives from Montgomery County Intermediate Unit to discuss our plan and ideas they brought to improve the process. We will partner with them for some planning and training for our Full Day K project as long as the resolution we proposed is approved by the School Board in December. The resolution would be to proceed with the study of Full Day Kindergarten to create a plan including timelines for implementation, costs, and ancillary items. The administration would contract with MCIU to begin the work and bring forward, through appropriate committee meetings, any additional needs as they arise, then, with permission to the full board. Kyle should probably help us get this on the agenda correctly. We will consider how to bring the new board members up to date on our progress to give context for this resolution. Dr. Farina will share a few slides.
9. A question arose about partnering with St. Luke's in Quakertown to allow for student experiences in the Medical Pathway field. There has been progress with this idea. Mrs. Bast will bring an update to our next meeting.
10. The meeting was adjourned at 7:27pm

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