



Instructional Leadership Council

Meeting Minutes for January 3, 2019

Attendees: Julie Barker, Stacey Beyer, Dwayne Cerbone, Cindy Chambers, Jeff Cimmerer, Heather Clayton, Kathy Curtis, Maribeth Curran, Paul Cypher, Karen Grace, Anna Griebel, Jessie Keating, Matt Kwiatkowski, Marie LoRe, Jennifer Marren, Kate Milne, Amanda Moon, Betsy Parke, Pam Patton, Linda Polvino, Teresa Roets, Tish Romas, Toni Stevens-Oliver, Pat Vaughan-Brogan, Joshua Walker, Elizabeth Woods

Chairperson: Melanie Ward

Co-Chairs: Pat Brogan, Julie Barker

Note Taker: Laurie Hummel

Meeting minutes approved for December 6, 2018 with minor changes.

Constituency sharing related to ILC/ILT work:

BRMS Counseling Office presented a change of title to ILT. They will be called Student Center. This title reduces the stigma attached to “going to the Counseling Office” for students and most clearly reflects on all aspects that the department supports.

BRMS Student Center continues Social Emotional work to identify students who may not have a positive connection with an adult in the building.

TR: ILT conducted a survey of staff on how they are making positive connections to students.

Update re: Non-negotiable grading practices:

Feedback from the buildings was discussed at SAC.

Middle School reports that it doesn’t represent a significant change. The High School level reports some concerns to work out.

The agreed upon next steps are to monitor and continue to get feedback. Buildings are working proactively to find mechanisms to support teachers in supporting students with an INC on their report. That includes communications to families that a student’s INC would jeopardize Honor Roll standing. There is work to be done to work out individual kinks.

Secondary building ILC reps agreed to discuss the grading practices implementation work at their ILTs and bring any feedback to ILC.

ILC Goal Setting Work: Members reacted to a draft of their “big goals” statement. Discussion with the group helped to improve upon the draft.

Goal statement: ILC investigates and champions collaborative instructional systems that drive dynamic, innovative and responsive educational experiences for all learners.

We utilize current research and best practices in:

- curriculum and assessment

- instructional practices
- educational structures
- community partnerships

Next Steps:

Break into groups to tackle work on an action plan for each area.

Next Generation Skills Subcommittee update: ILC studied the NGS subcommittee’s draft rubric for Information Literacy and Research with criteria, levels of performance and descriptors for Commencement Level Grades 9-12. A few changes were recommended to be made.

The NGS committee will update the Next Generation Skills document with the changes suggested by ILC.

Next Steps:

After discussion it was proposed for ILC to meet for a full day on April 4 and invite additional teachers to move the work forward for the rest of the commencement rubrics.

The NGS committee will do background work to provide clear direction, create exemplars and draft models for the ILC work day.

The goal is to work toward creating the additional 19 rubrics needed to complete this project.

Roundtable Sharing: The group shared events that are going on in their buildings for information and celebration.

- Debbie Brunelle, Instructional Materials Specialist, is retiring. At her insistence, there is no event planned but the Teacher Center is gathering notes, pictures and memories for her. Take selfies with the things she created for you and send them to Julie in the Teacher Center.
- The ILC Community Representative celebrated the great work that continues to be done at ILC.

- The TRE library has put together a program called “Classroom book a day” to help teachers with selecting their daily read aloud. Teachers sign up to have the book for the day delivered to them.
 - JRE is working on implementing a school wide positive postcard. Starting next year the school will mail home a postcard to nominated students.
 - The Special Education Advisory Committee has been reviewing and analyzing trend data. They are seeing an increase in students with special needs over the past 8 years. The department is considering ways to allocate resources and foster an increasingly inclusive culture.
- PDTA is having their first family event and partnering with Pink the Rink. They are encouraging Pittsford teachers to enjoy time with their colleagues and their colleagues’ families while supporting our students.
 - There will be events happening this month in recognition of Martin Luther King Day. PTSA has flyers to publicize the events. Get a flyer from Jessie Keating.

Share with constituent groups:

- Ongoing work on ILC’s next big goals.
- Next Generation Skills documents are being updated.