

# Instructional Leadership Council

## Meeting Minutes for December 10, 2020

**Attendees:** Julie Barker, Jessica Bonadio, Angela Carpin, Tracy Castleberry, Dwayne Cerbone, Kathy Curtis, ~~Jeff Cimmerer~~, Heather Clayton, Maribeth Curran, Liesa Erlich, ~~Monica Gebell~~, Amanda Kirkebye, Matt Kwiatkowski, Lenore McPherson, Terese Manfredi-Hill, Esther Marino, Jennifer Marren, Kate Milne, Amanda Moon, Teresa Roets, Tish Romas, Toni Stevens-Oliver, Patricia Vaughan-Brogan, Joshua Walker, Jing Wang, Melanie Ward, Elizabeth Woods

**Chairperson:** Melanie Ward

**Co-Chair:** Julie Barker

**Note Taker:** Laurie Hummel

---

*This meeting was held in an online format through the Zoom video conferencing App and Microsoft Teams.*

---

**Approval of November minutes:** Approved with minor adjustments.

### **Sharing from Constituent groups:**

ACE Change maker project: 5<sup>th</sup> graders research people in history that have created a movement for change. The students write essays about their "change maker" to the principal who chooses one for the school to focus on. Most recently, the choice was Ruth Bader Ginsburg. He selected two books to share with students, staff and families. Students also produced posters for the hallways and other projects to learn more about the change maker.

TRE 5<sup>th</sup> grade is also doing the change maker unit. Teacher noticed their students' families enjoying the learning as well. Thank you to ACE 5<sup>th</sup> grade for sharing this project idea!

CRMS: Building leaders put together resources for students' parents focusing on remote schooling needs on a [Remote Learner Resources webpage](#).

MHS High School Drawing students participated in the "Life in Portrait" contest, creating portraits honoring Frederick Douglas' wife, Anna Marie Douglas. [MHS students are 1<sup>st</sup> and 3<sup>rd</sup> prize winners](#). The contestant's portraits will be made into banners and flown on Main Street in Rochester.

Special areas: Elementary PE, Art and Music took feedback from their PLC groups to adjust the elementary report card. With the limitations of this school year, the special areas felt the report wasn't viable. The creative thinking from these groups will better provide meaningful information to parents.

Secondary Standards: SAC and SLT discussed and made decisions about midterm week. The elimination of the January Regents exams, among

other factors, led the district to the decision to not administer high-stakes midterm exams this year.

MHS ILT is talking about assessment models. Getting details together for sharing best practices in regards to Microsoft Teams and assessments. Students' shared their thoughts as well.

The Student Services office is preparing to survey students, parents, and teachers regarding social emotional needs.

DECA: 40 students at MHS and 12 students at SHS completed the first virtual regional competition. Will have results for the next meeting. Interesting to watch the kids step up to the challenge.

BRMS: A collegial circle done over the summer focused on best practices for remote instruction. Building leaders put together a committee to look at creative solutions to help those kids that struggle to get things done independently.

MCE: Students worked on a social emotional learning project in which they chose a word that is meaningful to them. Then in Art class, they created a magnet of their special word to go on their lockers.

Elem. Principals: MCE principal shared that the parent/teacher video conferences are working out well and appear to be easier for parents to work into their schedule.

Spec. Ed: Found the attendance of both parents at remote CSE meetings was possible because there is no need to travel for a video conference.

This is something to take forward in future to consider offering as an option for families.

### **Assessment Practices in our Temporary Learning**

**Models:** The committee looked at a draft assessment practices toolkit developed to support teachers and discussed implications for both this year and long term.

#### Goals:

The short-term goal is to create a document or tool kit with assessment practices across the district in the remote setting.

The long-term goal is to think about assessment practices that we may have learned this year that can make us better moving forward.

Breakout groups at the last meeting looked at different sections of the [PCSD Assessment Philosophy](#) and identified strategies for a Toolkit. DSLT took those strategies, looked at research and documentation from other sources, and drafted the document representing the different learning models.

#### Common themes from the November discussion.

- Anchor assessments to the roadmaps and the most essential skills.
- Assessment needs to be more authentic, purposeful, and meaningful. Using tasks that involve reasoning, critical thinking, application, and justification.

Working in leveled groups the committee reviewed the draft. The toolkit consists of a list of ideas for assessments for the synchronous and asynchronous environment suggested useful websites or online software approved by the District.

#### Group discussion highlights:

- Target the apps and programs listed in the toolkit for Tech Times and Technology newsletter. Tech Dept. can provide direct instruction with apps as well.
- Split the Elementary document into primary and intermediate. K-3 and 4 & 5 version would be friendlier.
- Make decisions and communicate which assessments can be printed.
- Be mindful of special area teacher needs.
- Would it be helpful to share this with families?
- Make it visible and more readable.
- Put the toolkit on the website with links in multiple places.
- Talk about the toolkit in PLCs and building ILT and Dept. meetings.

#### Teacher needs:

- Teachers in PLCs need to give each other permission to “let go” of what is not essential.
- It is important that we have alignment between remote and in person classes. District Roadmaps should be guiding the rollout of curriculum.
- Extend Roadmaps through June.

Melanie is thankful for all the amazing work everyone is doing.

**Share:** ILC is working on Assessment Strategies.

**Next Meeting:** January 7, 3:30 – 5:00 via Zoom