

# Victor Central School District

## Minutes

### Curriculum Council Meeting

November 12, 2020

**Zoom Meeting**

3:45 - 5:00 pm

#### Roles:

Facilitator: Kristin Swann

Minutes: Tom Zaccardo

Time Keeper: Luciana Cursino-Parent

**Members In Attendance:** Leah Besaw, Luciana Cursino-Parent, ~~Bobbie Dardano~~, Dave Denner, Melissa Goho, Deb Leh, Lauren Less, James Mauro, Julie Merges, Elizabeth Mitchell, Carol Prescott, Brian Siesto, Kristin Swann, Melinda Wade, Tom Zaccardo

**Dispute Resolution Representatives:** Carol Prescott, Jim Mauro

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
<b>Opening</b>								
1	Welcome	Facilitator	2 min	Kristin welcomes the group and addresses the adjustment to a Zoom platform given COVID concerns and reviews today's agenda. Kristin suggests that we will again meet on Zoom in December.				
2	Approve minutes of <a href="#">October 29, 2020</a>	Facilitator	2 min	Make A Decision: Minutes approved by group consensus.				

3	Review Agenda	Facilitator	1 min	
<b>Guest Presentation</b>				
4	NONE			
<b>Old Business</b>				
5	Come to consensus on <a href="#">Norms &amp; Working Agreements</a> for 2020 - 2021 Committee	All	2 min	Make A Decision: Kristin references changes to group norms, visitor protocols and working agreements that were suggested last meeting and group approved by consensus.
6	Come to consensus on <a href="#">Draft Goals for 2020 - 2021</a> Committee	All	10 min	<p>Make A Decision: Kristin reviewed goals and summarized goals for the group that were first reviewed last meeting.</p> <p>Goals opened up for group discussion.          -What is the current situation around the housing K-12 curriculum? Currently housed in Google drives and the goal is to streamline where the curriculum is located.</p> <p>-Course Proposals: Brian Siesto brings up perhaps creating a time line for course proposals to alleviate some concerns around how that process currently works. Perhaps aligning course proposals with when the course is formally approved. Luciana references that at her University, courses are approved a year in advance of when they would be implemented. Deb Leh mentions looking at budget of running a course so that is considered as well in approval. Kristin agrees that perhaps looking into streamlining the process could be a charge of Curriculum Council so that</p>

				<p>all parties involved are well-informed on the full process of having a course proposal come to fruition.</p> <p>-Concern raised about prioritizing standards around elementary social studies and science this year due to COVID. This may not allow a full perspective into the true time line in a non-covid school year. Parent concern raised around how much social studies and science curriculum is delivered at elementary level. Focus should be on both what it looks like this year and in a “typical year”.</p> <p>Question around how many tasks CC takes on in a given year. Kristin says between 4-5 goals for the year is a healthy work load.</p> <p>Kristin will make changes to goals document and push out with minutes</p>
--	--	--	--	--

**New Business**

7	<p>Presentation: Update on Instructional Models for Hybrid / 100% Remote Learners</p>	<p>Deb and Kristin</p>	<p>30 min</p>	<p>For Information: Deb and Kristin are presenting around hybrid and remote learning structures. Goal is to re-ground everyone as to where we are currently in our instructional models.</p> <p>-Currently we have two cohorts, blue and gold that attend school on different days for safety.</p> <p>At elementary levels blue cohort comes Monday, Tuesday and every other</p>
---	---	------------------------	---------------	--

			<p>Wednesday. Gold cohort comes every Thursday and Friday and every other Wednesday. On days not in school, students work on Virtual Learning Sets with goal of supporting learning outside of school so each week is not a “reset”. For 100% remote students students get virtual lessons on 5 out of day 10 days and Virtual learning sets on 5 out of 10 days.</p> <p>At intermediate level, same model as elementary school.</p> <p>7-12 model is blue cohort come Monday and Tuesday and Gold on Thursday and Friday. Students received instruction on 4/10 days. Remote learning material being provided to continue learning 6/10 days. Fully remote students have the same model as hybrid but access to teachers is through synchronous instruction on Zoom during lessons being delivered to hybrid students.</p> <p>At elementary level, virtual learning is led by teachers and instructional coaches.</p> <p>At secondary level virtual learning is led by classroom teachers.</p> <p>Deb begins discussion around problem solving around our current model based on feedback. At elementary level, teachers are engaged with students 10/10 days. Teachers met with Mike Crumb to address most significant issues facing teachers at elementary level. Most identified issue was having enough time to do the virtual learning sets and taped lessons. Solution was to remove virtual learning set</p>
--	--	--	--

				<p>responsibility from classroom teachers and expend additional resources via TOSA and coaches in creating virtual learning sets. At intermediate school, some additional support was gathered by a teacher who is out on leave. Goal was to shift some responsibilities to allow teachers to gain more time.</p> <p>At secondary level, concern around use of unstructured time for students on non-class days and the need to increase touch points with teachers while keeping rigor in the content. Department leaders gathered feedback and then used a "Thought Exchange" to get feedback on what was identified. As of right now, one question has been processed by leadership and the second question will be addressed next Wednesday before results are shared out.</p> <p>Plan for 100% remote learning for all shared and non-negotiable aspects were discussed. Teachers will work from school unless prohibited by OCHD and students will get synchronous instruction at least 4 days each week.</p> <p>Questions from group: -comment: 4 days a week synchronous learning could look different depending on regulations for teachers look per health department. Per Deb conversations are still occurring around exact expectations but that 4 days of synchronous instruction is the goal for students. Kristin mentioned that different parties will be sought out for input.</p>
--	--	--	--	--

				Kristin states that with the ever changing landscape of COVID time, curriculum council will continue to receive updates around where the district is and where we are heading from a curriculum and instruction standpoint.
--	--	--	--	---

**Closing**

8	Review Parking Lot & Assigned Tasks	Minute Taker	2 min	<p>Kristin has reached out to SH about course proposals and to the guidance department about the comprehensive guidance plan. Counselors would like to meet in January so they will be added to our Jan. agenda.</p> <p>Discussion around course proposals from SH. Brian Siesto is going to look into any potential course proposals and provide more information to Kristin before the December meeting.</p> <p>ELA review would need more time before presenting to the council so they will not next month (Dec), but in a future winter month.</p> <p>Goal is for that group to get together.</p>
---	-------------------------------------	--------------	-------	--

9	Creation of Next Agenda and Roles	Minute Taker	5 min	<ol style="list-style-type: none"> <li>1. Curriculum council will work on process of course proposals in the month of December</li> <li>2. Update from Science Curriculum Review Committee.</li> <li>3. Review Curriculum Council final goal document for 2020-2021 school year.</li> <li>4. December Minute Taker: Melissa Goho</li> <li>5. December Time Keeper: Brian Siesto</li> <li>6. December Facilitator: Luciana Cursino - Parent</li> </ol>
---	-----------------------------------	--------------	-------	---

10	Parking Lot Attendant		2 min	<ol style="list-style-type: none"> <li>1. Composition of Curriculum Council</li> <li>2. Comprehensive Guidance Plan (January and June)</li> <li>3.</li> </ol>
11	Round Table	All	2 min	Completed. No additional concerns or questions were raised.

**Future Dates: 12/10, 1/14, 2/11, 3/10 (Wednesday), 4/15, 5/13, 6/10**