

MSAD #33 Leadership Team Meeting
For
Learner-Centered Proficiency-Based Learning & Educator Effectiveness
January 22, 2018 @ 3:10 p.m.

Minutes

Team Members Present: Lisa Bernier, Marie May Chasse, Theresa Cerceo, Ralph Fantasia, Chris Haskins, Kevin Lavoie, Larry St. Peter, Kathy Theriault, Lora Cyr, Scott Pelletier, Liza Pelletier, Charles Michaud, Vickie Deschaine, Olivia Gervais (student rep.), Sarah Lavertu (student rep.), Lana Cyr (Board Member);
Guest: Sharon Chasse

1. Minutes of December 6, 2017 meeting reviewed and approved. 1st Marie May, 2nd Vicki Deschaine.
 2. Minutes Accepted -All in Favor.
 3. Subcommittee Reports
 - a.) Informing Stakeholders regarding **Proficiency Based Learning (PBL)** -(Lisa Bernier / Ralph Fantasia): Tentative public meeting at the end of March 2018 and also provide pamphlets for those who did not attend explaining the PBL introduction.
 - b.) **Habits of Mind/Guiding Principal** - (Theresa Cerceo / Kathy Theriault): Seek to identify if we change from Habit of Mind to Habit of Work in light of some regionalization collaboration being introduced. Larry St. Peter noted that Habits of Work would be more realistic for parents to view their child's abilities within the classroom; whereas, Habits of Mind that tend to be a more philosophical view of student efforts.
 - c.) **Graduation Standards** - (Charles Michaud): Charles has started putting them into Empower. English is complete and others are being tackled now.
- Science:** (Lora Cyr) Change from content based to practice based.
Sharon has created crosswalks for the various science practices vs core standards.
Grading rubrics shall be created and reviewed by the group of regional science teachers.
- Arts:** (Charles Michaud) The team looked at a set of targets based on actual standards and practices. What are the proficiencies required to graduate? is what they are looking at to formulate a plan moving forward. The outcome will be developing optional pathways to graduate.
- (Meeting Concerns) Integrated Arts, student options in Arts. Rubrics and tools for science, lab time, graduation requirements vs. credits.

d.) **Empower** - (Chris Haskins / Charles Michaud / Sharon Chasse): Workshop in December and training for Administrators in January with Sharon on navigating the Empower Software. The system no longer auto targets or auto populates. Icons for grade books have been revamped to be more user friendly for teachers. Examples: In Empower are little blue icons next to your grade books - C=Course Playlist, I = Instructional Playlist. These are just informational to allow you to quickly know where your Gradebook came from. Charles and I created the Course Playlists and you can create any Instructional playlist and use it as a Gradebook. If you click the icon it will open the playlist in a new window so you can view it without leaving your Gradebook. There seems like there are too many targets that are identified within the program; therefore, concentrate on Power Standards and we will reevaluate as a group in the future if there are too many targets identified and see if we need to modify.

e.) **Tri-District Arts and Science Committee Curriculum work** - (Sharon Chasse / Charles Michaud / Theresa Cerceo / Lora Cyr):

f.) **Assessments** - (Theresa Cerceo): She was told to wait until further notice.

g.) **Educator Effectiveness** - (Ralph Fantasia): Probationary teachers require three planned observations and teachers who are at "Applied" and "Proficient" require two unplanned walk-throughs. There does not seem to be any concerns with any Administrators from various schools at this time.

h.) **Curriculum** - (Charles Michaud): There is a definite need to review content areas to solidify more fully. Seek to tentatively meet as a group sometime in March to review more in depth with Sharon.

i.) **Review of 2017-2018 Plan (How are we doing with PBE Action Plan?)** - (Lisa Bernier):

- Yet to discuss...
 - Honor Parts
 - Capstone Projects vs Community Project
 - Definition of a "4" in PBE.

4. **NMEC Updates:** Lisa has not attended these yet; however, she will begin to attend to get the pulse on what is going on within the collaborative.
 - New Website link: nmeccpartnership.org
 - New Director: Chris Hallett
5. Feedback from **MDOE PBE** visit of May 10 with Donna Doiron & Beth Lambert (Nothing received yet!)
6. Feedback on Jan 11th ½ day workshop? Need an early release on Monday the 12th of February to work on Curriculum Standards through Empower.
7. PBE Policy Samples for consideration
 - a. Policy IKF - Graduation Requirements (Lisa will work on this with Ralph Fantasia)
8. **Tri-District Plan/Part 2 of Regionalization Application Submission:** The application has been submitted; however, we don't yet have information from DOE.
9. WHS/HS Proficiency-Based Learning (PBL) Family Guide: **Tabled**

10. Transformational Leadership Professional Development: Part of the Efficiencies Grant and work with Knowledge Works. The PD meeting was designed to provide Professional with means of becoming better leaders to be more inclusive

11. Old Business:

- Review pages 6 & 7 for competencies: ***(Some areas proficiencies will mean competencies. Charles M. will review and adjust accordingly).***
- Review PBL grading scale charts on page 6: ***(We will go with 1, 2, 3, 4 and beyond graduation standards. On Proficiency Levels change Exceeds Proficiency wording with Highly Proficient. Note: To provide growth data to parents the On Pace section of progress report must be completed with reflective comments).***
- Review page 8 for GPA language: ***(Tabled for further discussion once Lisa B. and Charles M. have convened).***
- Theresa Cerceo will work on (HOM) Habits of Mind on page 10: ***(Theresa C. and Kathy T. will change the references from Habits of Work to Habits of Mind).***
- Replace all references to Wisdom with MSAD 33 unless the item is meant for Wisdom only.: ***(Lisa B. and Theresa C. will revise accordingly).***
- Review Page 13 regarding honor roll guidelines.: ***(Tabled for future discussion).***
- Review interscholastic eligibility on page 14.: ***(Tabled for future discussion).***

12. Next meeting: Monday, March 5th at SJVTC

13. Meeting Adjourned at 4:15 p.m.

Respectfully Submitted,

Kevin Lavoie

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SJVTC Director