



## THE SCHOOL DISTRICT OF LEE COUNTY

### *Curriculum Advisory Committee*

*January 12, 2015*

*6:00 p.m. – Training Room D*

### **Meeting Minutes**

#### **Mission Statement**

To advise the School Board by recommending approaches to obtaining improved student achievement for all students through a coherent, rigorous academic course of study that provides the tools necessary to succeed in today's society. Emphasis will be placed on the dynamic development of a K-12 curriculum within a safe environment leading to both career and technical majors, the methods of instruction used to implement it, and the assessments of its effectiveness, together with a complementary professional development program to support it.

**Committee Members Present:** Ms. Christine Cartaya, Mrs. Kathleen Cherasia, Ms. Shannon DiMurro, Ms. Lori Fayhee, Ms. Jacqui Hill, Mr. Thomas Latino, Mrs. Patti Lochner, Dr. Lois Redmond, Mr. John Steakley, Mr. John Traube, Mrs. Sandra Worth and Dr. Judy Wilkerson

**Committee Members Absent:** Dr. Connie Dennis (excused), Mr. Matt Smith (excused) and Ms. Lauren Torres

**School Board Liaison:** Mrs. Pamela H. LaRiviere

**Staff Members Present:** Mrs. Melissa Robery - Director Curriculum Services Secondary, Mrs. Soretta Ralph – Director Curriculum Services Elementary, Dr. Richard Itzen – Director of Research & Continuous Improvement, Mrs. Helen Davis – Coordinator Curriculum Services, Mrs. Claire Cutting – Specialist Curriculum Services, and Mrs. Polly Kiely – Specialist Curriculum Services

**Recording Secretary:** Mary Reider

**Guests:** None

#### **Welcome**

The meeting was called to order by Chair Thomas Latino at 6:03 pm. Mr. Latino thanked everyone for coming and asked for cell phones to be silenced.

#### **Review /Approval of Agenda and Meeting Minutes**

Mr. Latino asked committee members to review tonight's agenda and meeting minutes from October 20, 2014. Mr. Latino called for corrections or additions. There were none. Mr. Latino asked for a motion to approve the agenda as presented. Motion to approve made by Patti Lochner, seconded by Mr. John Steakley. Motion opposed by Mr. John Traube. Motion carried. Mr. Latino asked for a motion to approve the minutes as presented. Motion to approve made by Dr. Lois Redmond and seconded by Mr. John Steakley. Motion carried.

#### **Board Member Report**

Mrs. Pamela LaRiviere expressed her gratitude for being on the Board and honored to serve as the Board Liaison for the Curriculum Advisory Committee. Mrs. LaRiviere is available anytime and

encouraged the committee to call with any questions they may have. Mrs. LaRiviere stated the Board is working collaboratively to answer all e-mails and assured committee members parents voices are being heard. Mrs. LaRiviere stated Board members are sworn in to uphold the constitution and the governance of the State. There is a lot going on behind the scenes and Board members are listening.

Mrs. LaRiviere discussed concerns regarding test reporting and stated procedures are now in place to prevent test report misuse.

Mrs. LaRiviere wanted everyone to remember to follow Roberts Rules of Order during the Curriculum Advisory Meetings.

Mrs. LaRiviere opened the floor for questions:

(Q.) Concerns regarding the number of tests her daughter has been given since the Winter Break. Does this have anything to do with the misuse of grade reporting in Pinnacle? *Shannon DiMurro* (A) Referred back to school to meet with Classroom Teacher to see what the assessments are and if you can't get the answers you need, ask to have someone else brought in to the meeting to clarify.

(Q.) Are some of the tests not reported on Pinnacle (CCEs or Concept Tests)? *Lori Fayhee* (A) CCES and Concept Tests are in Performance Matters – they are for progress monitoring and there is no grade given.

(Q.) Can parents see Assessment Tests? *Shannon DiMurro* (A) Parents can review test items with teacher but tests cannot leave the classroom. Our district is trying to focus on the Standards and not on the tests themselves.

#### **Public Comment – Non CAC Members**

None

#### **New Business**

Mr. John Traube made a motion for the Curriculum Advisory Committee to discuss the psychological impact of testing on children and what it does. There was no second – motion failed.

Chair Latino shared a resignation letter from Mrs. Sue Goldsberry, Curriculum Advisory Committee Member. Chair Latino reminded committee members of the Curriculum Committee's purpose and to keep that purpose in mind as the committee moves forward.

Chair Latino introduced and welcomed the new Curriculum Advisory Committee Member, Kelly Lavis.

#### **Presentations**

A motion was made by Kathleen Cherasia to hold all questions until the presentation was complete. The motion was seconded by John Steakley. Motion Carried.

#### **FORMATIVE & SUMMATIVE ASSESSMENTS (Using Progress Monitoring to Inform Instruction)**

**Presented by Helen Davis Martin, Polly Kiely, and Claire Cutting**

Helen Davis Martin - The goal of this presentation is to give the Committee a foundational understanding of common definitions of formative and summative assessments. This information has been shared with teachers, administrators, and aspiring leaders within the district so we are all speaking the same language. The question that will frame our thinking during this presentation is what are formative and summative assessments and how are they impacted (what does it look like when they are used in the classroom)?

Claire Cutting – Asked the committee to breakup into groups and take 30 seconds to think about some key phrases that define formative assessment. The audience shared their thoughts with one another.

Claire Cutting & Polly Kiely – Under the umbrella of progress monitoring we have both formative and summative assessments. Formative Assessments are formal and informal processes teachers and students use to gather evidence for the purpose of improving learning. Summative are assessments that provide evidence of student achievement for the purpose of evaluating student mastery. The purpose of assessments is to gather information in order to move forward with the student. Assessments can be both Formative and Summative.

Progress Monitoring Continuum - Teachers are implementing processes every day in their classrooms that could be used as formative or summative assessments. The activities they are using don't fall neatly into categories of strictly formative or strictly summative because it is what they are doing with the tool that really defines whether it is more formative or more summative. We tend to think of activities that teachers do daily where they are checking for understanding, gathering evidence about the lesson, sometimes planned and sometimes on the fly, as the most formative assessments. These may happen several times in a class period depending on the structure of the lesson. Depending on how the teacher uses the assessment, though, it could slide along the continuum to a more formative type of assessment because more structured data or some sort of requirement is attached to the assessment. This holds true of all types of progress monitoring occurring in the classroom. If a teacher uses a quiz as a quick check on the fly and realizes she needs to immediately reteach a topic, the assessment was most formative, but if that same quiz was used as a grade the tool moves toward the more formative/more summative part of the scale.

Please note, a formative assessment, such as a district CCE, can be most formative given at the beginning of the year because teachers have more time to change their instruction based on the results. The later administrations of the CCE become less formative because there is less and less time for learning and teaching to change. The third quarter administration can be thought of as on the most summative side because at this point, most –if not all-of the learning should have occurred and the FSA, FCAT, or EOC will be administered in a few weeks.

Polly asked the audience to break up in their groups again and complete a word sort to demonstrate formative versus summative assessment. Discussion ensued among the groups. Helen asked the audience to complete a second word sort to demonstrate the continuum in action. Additional discussion ensued among groups and with entire audience.






In conclusion – research supports the fact using formative and summative assessments will increase student achievement. All departments and grade levels throughout the district are involved in

professional learning communities and no teacher is left out there on their own. It is a collaborative effort.

A brief Q & A discussion period ensued

### **Performance Matters – Basic Functions – Presented by Dr. Richard Itzen**

The development of Performance Matters started in 1999 by talking about common assessment and how the district could automate assessment/assessment results. Performance Matters is a computer software program that is leased by the District. This program allows the District to:

- Create Assessments
- Assessment Administration – online/paper & pencil (scan answer sheets)
- View/Analyze State and Local Assessment Results
  -  Comparisons (district, school, classroom, student data)
  -  State vs Local Assessment Results
  -  Disaggregation of results
  -  Analysis by standard/item
  -  Individual student results history (eventually parents will be able to see this information on their own. Right now, they can obtain a copy of the printout from the school.)

Dr. Itzen shared examples of reports/information that are obtained from the computer program and demonstrated Item Analysis. Discussion among the committee ensued followed by a brief Q/A answer period.

### **Good of the Order**

Dr. Wilkerson thought all presenters did a fantastic job and our Committee is very lucky to have them here. She said the beauty of having a system like Performance Matters is that the teacher has at his/her fingertips the data from which to make an informed decision about which students are doing well and which items are functioning well. So when we see an item like one where almost half of the class picked a single wrong answer, that is a very quick way to be able to say that maybe, it was the item, not the class.

Mr. Latino thanked the District staff for their presentations and the Curriculum Committee for their participation.

### **Agenda Item for Next Meeting**

Textbook Presentation – go over the new textbook adoption policy the Board is reviewing & present a showcase of those textbooks that are up for adoption.

### **Adjournment**

A motion to adjourn the meeting was made by Sandra Worth, seconded by Christine Cartaya. The motion carried. Meeting adjourned at 7:40 PM.

The next meeting of the Curriculum Advisory Committee is scheduled for **Monday, February 16, 2015 at 6:00 PM**. Curriculum Advisory Committee meetings are held at the Lee County Public Education Center, 2855 Colonial Blvd. Fort Myers, Florida – Training Room D.