

# Kenilworth School District No. 38

## MINUTES OF A MEETING OF THE EDUCATION COMMITTEE OF THE BOARD OF EDUCATION OF KENILWORTH SCHOOL DISTRICT NO. 38 December 4, 2013

The Education Committee of the Board of Education of Kenilworth School District Number 38, Cook County, Illinois met on the 4<sup>th</sup> day of December 2013, at 7:34 a.m., in Room 218 of The Joseph Sears School, 542 Abbotsford Road, Kenilworth, Illinois. Members present included: Mrs. Suzanne Nelson, Mrs. Betsy Moerschel, Mrs. Stacey Van Metre and Dr. Kelley Kalinich. Also present for the Science presentation were Faculty members: Dr. Janice Matthews, Ms. Jennifer Arra, Mr. Jim Beavin, Ms. Sami Borkan, Mrs. Alison Gilchrist, Mrs. Lynne Hubert, Mrs. Kathy Lowell, Mrs. Catherine Lucas, Mrs. Toula Sideris, Mrs. Bernadette Slovitt, Mrs. Blythe Szafoni and Mrs. Joyce Toan.

**Public Comment** – There was no public comment.

**Presentation and Discussion with Science Curriculum Renewal Committee** – Dr. Matthews and the Science Committee members presented an update on the curriculum work that has taken place since June 2013. They featured the research and discussions that have occurred, noting that they have already made modifications in the approach for problem solving using the key vocabulary of: Claim, Evidence and Reasoning across all grade levels. The connection between Mathematics and Science is also being made with cross-curricular instruction. Integration with literature is also being developed in a natural manner, as the increase of non-fiction literature is occurring. The elementary teachers noted the benefit of having a full time Science Facilitator available to help provide enrichment experiences for students, as well as increased resources for the teachers. The elementary Committee members also talked about the element of time for instruction in Science noting that they are trying to be creative in their time allocation for Science instruction, as well as the cross curricular opportunities.

The Junior High teachers highlighted the critical thinking skills required for students to actively participate in the IQWST (Investigating and Questioning our World through Science and Technology) Science curriculum. Discussion followed regarding the “ramping up” that occurs in grades 6-8, to assist students with the deep understanding of themes and topics, as well as the amount of writing required for students to explain their findings and analysis. It was noted that in articulation discussion with New Trier Township High School, the High School has emphasized that the focus for Junior High Science should be on this critical thinking and the ability of each student to explain their findings. New Trier is less concerned about the content learned, but more the key skills needed to foster Science learning.

The next steps for the Committee was noted as follows:

- ✓ Continue research by reading and discussion of the books, *Ready, Set, Science*, and *A Framework for K-12 Science Education: Practices, Crosscutting Concepts, and Core Ideas*. The second book is the book from which the Next Generation Science Standards were developed.
- ✓ Examine curriculum and instructional time allocation at a minimum of three other schools who have perceived exemplar programs. Avoca was suggested as one of the schools to examine.
- ✓ Identification of instructional materials and resources that are needed to support the curriculum.
- ✓ The Committee will put together a list of resources and potential field trip experiences for students that could be used to support the instruction at each grade level.

The Education Committee members thanked the Science Committee for their outstanding work so far and look forward to the next steps including recommendations for the 2014-2015 school year.

**Review of Meeting Minutes from October 30, 2013** – The minutes were approved as amended.

### **Status Review of Prior Meeting Action Items**

*Homework Committee Monitoring* – Dr. Kalinich presented the update as provided by Homework Committee Chairperson, Mr. Jeff Rosen. It was noted by some Committee members that the 6<sup>th</sup> grade transition was difficult for students. Dr. Kalinich commented that the transition from 5<sup>th</sup> to 6<sup>th</sup> grade overall is a challenge, as students move from one or two primary teachers to a different teacher for each subject area. Mr. Rosen and Dr. Matthews provided input that the 6<sup>th</sup> grade teachers are continuing to monitor the amount of assignments, as well as the distribution of the assignments in order to provide a greater balance in the work load from day to day. Ms. Julia Jones is also working with the teachers to provide greater balance for specific students. The Education Committee will review the survey data of students and parents at the February 2014 meeting, after the surveys are completed as scheduled for January 2014.

**Presentation and Discussion of Proposed 2014-2015 School Year Calendar** – The proposed calendar was reviewed. Dr. Kalinich noted that it had been developed in consultation with the teacher representatives on the Calendar Committee. Features of the proposed calendar included:

- ✓ Alignment with New Trier Township High School calendar;
- ✓ Good Friday occurs within the Spring Break week;
- ✓ Fall Parent-Teacher Conferences are scheduled for the Thursday and Friday prior to Thanksgiving week and there is no school the week of Thanksgiving. (This is being proposed to take some pressure off of the teachers who have to schedule a high number of conferences outside of the conference dates to accommodate schedules of families who travel the week of Thanksgiving.)
- ✓ Last day of school is on a Monday. If any emergency days are used, they will follow this date. It is still a week before the New Trier camps begin.

It was noted that if the calendar were to be implemented, limitations would be put in place prohibiting make up conferences in person and providing a phone conference option alternative. The Committee was divided on endorsing the proposed calendar, but agreed it should be presented to the full Board.

### **Review and Discussion of Status Reports**

*Enrollment Update and Class Size Data* – Dr. Kalinich noted that there are no current changes, however, the District is expecting three new families in January 2014.

*Strategic Plan – Review Curriculum Goal and Action Plan Progress* – Dr. Kalinich highlighted the updates from the last review. She noted that the breakdown of the initiatives and curriculum renewal since the 2008-2009 school year is currently blended together. She will work with Dr. Matthews and Ms. Jones who are coordinating this information to separate the two areas in to different documents. Once this is completed, she will outline the curriculum renewal in a flow chart format.

*Master Schedule* – Dr. Kalinich noted that the Committee is in the process of analyzing the Time Study information and hope to have it completed in early January.

*21<sup>st</sup> Century Skill Development Literature* – Mrs. Moerschel and Dr. Kalinich provided an update on the direction of work in this area. They noted that the Strategic Plan, especially in the area of curriculum, provides for the integration of 21<sup>st</sup> Century Skills. The Committee will be reading current literature from one of three primary areas of: Outdoor Learning, Technology and overall 21<sup>st</sup> Century Learning.

*Data Focused October Professional Development Survey and Follow Up Report from Dr. Frontier* – The survey completed by the faculty and staff for the October 17, 2013, work with Dr. Frontier was reviewed. Additionally, the report provided by Dr. Frontier as a follow up to his meetings with grade level and subject area teachers, as well as the Sophomore Focus Group was reviewed. It was noted that the report would be included in the December Board packet, but no separate presentation would be made. The information will also be posted on the District website after some edits from Dr. Frontier have been updated. Dr. Kalinich also noted that she will review the specific information during her Strategic Plan meetings with each grade level.

**Review and Update of Scheduling of Committee Meetings** – The Committee reviewed the current schedule of projected agenda items and determined that it would be necessary to continue meeting on a monthly basis at least through the school year with the possibility of fewer meetings during the summer months.

**Review of Communication with Parents and Community Members** – There was no additional information shared.

**Other** – The Committee inquired as to how substitutes were selected. Dr. Kalinich reviewed the process including the orientation and on-line training required of each substitute. Dr. Kalinich also reviewed a prior consideration of each Board member or the Education Committee members reading the book, *Catching Up of Leading the Way* by Dr. Zhao. It was agreed that this would be a worthy read, as it has served as the foundation for much of the education discussion and curriculum work over the last five years. Mrs. Nelson suggested two additional books she learned about at the Joint Conference, *Creating Innovators* and *The Global Achievement Gap* by Tony Wagner. Arrangements will be made to order the books for the Board members.

**Set Next Meeting Date** – The next meeting was scheduled for Wednesday, January 8, 2014, at 7:30 a.m.

**Summary of Follow Up Items** – The items discussed that involved some follow up included:

- ✓ The Mathematics Committee will provide an updated to the Education Committee at their January meeting.
- ✓ The Homework Committee will provide an update after completion of the surveys in January.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted by,



Kelley M. Kalinich, Ed.D.  
Secretary, Board of Education