

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

TEACHING AND LEARNING COMMITTEE MEETING November 19, 2013 5:30 p.m.

Board Members: Karen Trimble and Rebecca Morrison

School Staff: Melissa Thompson, Kyle Moore, Andrew Joseph, Candy O'Connell, Charisse Simcakowski, Chris Evans, Megan Arreola, Rachel Crockford

Community Members: Carri Oosterbaan, Karyn Roelke, Kim Hofkamp, Laura Johnson, Michele Koper

Members Excused: Brian Yearling, Kelly Cavaiani, Lynn Welscher, and Tim Lemke

The Teaching and Learning Committee convened at 5:38 p.m.

DISCUSSION

A. Review of Action Plan for Excellence in Personalized Learning

1. *Curriculum Renewal and Revision Process and Progress:* Instructional Resource Teacher Rachel Crockford provided an overview of the process used at Swallow to renew and revise curriculum, featuring current work in the areas of science/specials and prior work in the area of math. Teachers present expressed the value of the deep look at what we expect our students to know and be able to do as it is already informing instructional lessons and assessment in positive ways that were not happening prior to this work being done. All agree it is intense but valuable work!
2. *Curricular Offerings and Programming:* Discussion was had in the context of both what we want, as an entire community, our students to know and be able to do when they leave Swallow and in considering the Master Planning process for educational needs and how the building and grounds are meeting these needs. The development of a plan for widespread community participation in this discussion will be a next step in the Master Planning process. Committee members were asked to send ideas for questions and a timeline for community meetings to Melissa Thompson by next week.
3. *Implementation of Three Year Technology Plan*
 - i. *Student Information System Request for Proposal:* Due to a change in direction at the state level related to this, Swallow has begun to consider alternatives to our current SIS. Committee members submitted feedback based on experience with Tyler, the district's SIS at present. Once proposals are received back from companies, user groups will be identified and asked to participate in the evaluation and selection process in January/February 2014.
 - ii. *Device Pilot:* In the coming month a device pilot will be launched to evaluate the best devices to purchase in this next replacement cycle. Teachers are being asked to volunteer to participate and a formal feedback process has been designed to accompany the pilot involving students and teachers.

- iii. *Google Apps transition:* The 6-8th grade students are part of Swallow's Google Apps initial transition. Parents received a letter in early November and staff has received initial training to get started. The goal is to use Google Apps in supplement to other appropriate instructional software fully at the start of next school year.

B. Review of Action Plan for Excellence in Character and Community: Principal Moore provided an overview of the implementation of PBIS so far this year. Generally all staff members are feeling that PBIS implementation has gone well and that it is great to have the staff come together on expectations for students and that hallways are cleaner and student behavior far better so than in prior years. The support staff in particular is very appreciative of this program and the consistent approach it brings. The PBIS committee continues to meet and has already implemented next phases of the positive supports including "Good Egg" slips and "Hawk's Head" slips for students going above and beyond and Free Seating Fridays in the lunchroom for grade levels that earn it weekly.

C. Update on Educator Effectiveness Pilot and Planning for Full Implementation: Again this year there are three teachers, two coaches, and two administrators from Swallow participating in the full pilot. This group has met on multiple occasions to understand the new system, begin the requirements of the system, and plan out the evaluation cycle as a part of the pilot. Additionally, the district has submitted for a grant with the state for all teachers to obtain TeachScape licenses for preparation in January 2014 and is in the process of applying for a grant in collaboration with other local school districts for additional training throughout the winter and spring. The pilot group will assist in teaching the staff more about the new system during staff meetings and professional development time beginning in February 2014. Currently, groundwork for this transition is being laid during PLC time weekly with all grade level and department teams.

D. Other Business: No items were brought forward.

ADJOURNMENT

The Teaching and Learning Committee meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk