

Curriculum and Instruction Subcommittee
Meeting Minutes

9/4/18

Attendees: Susan Mercik Davis, Michelle Zawawi, Kendra Wiesel, Maureen Sattan, Jamie Dryzga, Matt Service

- I. Call to order: 5:10pm
- II. Discussion
 - a. Subcommittee discussed the purpose of subcommittee, identification of some goals for the rest of this year regarding structure and dates of meetings.
 - b. Assistant Superintendent Michelle Zawawi reported out on what curriculum leaders' day consisted of and identified areas of strengths, areas for future development/improvement. Michelle also reviewed the curriculum lead and coaches model and department chair job responsibilities.
 - c. Michelle Zawawi reviewed status of curriculum work that was performed in the 2017-2018 year to date and committee discussed the goal of putting aspects of completed curriculum online so public/parents had access to this information.
 - d. Subcommittee members and Michelle Zawawi discussed the meeting topics and potential dates for the rest of the 2018 year. They are:
 - i. 2 meetings to be held in October
 - ii. Early October meeting will have Michelle Zawawi report out on the strengths, areas for improvement, goals and action plan for curriculum and instruction for the 2018-2019 school year.
 - iii. Late October meeting will be for teachers and curriculum leaders to discuss new courses for the 2019-2020.
 - iv. November meeting will have an update on STEAM curriculum leader position
 - v. December/January Midpoint check in with all curriculum leaders
 - vi. February meeting will discuss the possibility of a talented and gifted program/testing. Discussion will include assessments and matrix for evaluation.
- III. Adjournment
 - a. Meeting was adjourned at 6:25pm