

SALISBURY TOWNSHIP SCHOOL DISTRICT
CURRICULUM SUBCOMMITTEE MEETING
HARRY S TRUMAN ELEMENTARY SCHOOL
MONDAY, OCTOBER 31, 2005

The Salisbury Township School District Curriculum Subcommittee met on Monday, October 31, 2005, at 7:00 p.m. at Harry S Truman Elementary School, 1140 Salisbury Road, Allentown, PA.

Board Members Present: Mrs. Feinberg, Mr. Gatani, Mr. Giordano, Mr. Mantz,
Mrs. Miller, Mr. Pauloski, Mr. Reinsmith

Administrators Present: Mr. Cassidy, Ms. Herrity, Mr. Hume, Mrs. Perron-Jones,
Mrs. Pflugstler, Mrs. Samide, Mrs. Wright

1. **CALL TO ORDER**

The meeting was called to order by Mrs. Miller at 7:00 p.m.

2. **APPROVAL OF MINUTES**

A motion to approve the minutes of the meeting from September 19, 2005 was made and approved as submitted.

3. **DISTRICT TESTING SUMMARY**

The building principals and special education supervisor presented the 2004 - 2005 standardized testing data for each school and the district ESL and Special Education students. The administrators presented the data focusing on four areas: 1) the distribution of test scores for each grade level or student groups; 2) identification of students' academic strengths and the contributing factors to the achieved student performance; 3) identification of areas of need for grade levels or student groups and interventions being discussed and/or implemented; and 4) activities for celebrating student success.

Each administrator provided a detailed response to the four areas. Each presentation addressed the strengths and areas of need as well as the plans to promote further student achievement with students scoring below proficient.

Mrs. Miller inquired as to the testing situation and whether students felt that they had ample time to finish or if they felt pressured to end the test because the other students were finishing it. Mr. Cassidy explained that the testing environment and the grouping of students are details that all buildings and staffs were addressing. Students are being

tested in small groups as appropriate so that their individual needs can be attended to and the students feels supported throughout the testing.

Mrs. Miller recommended that the District Testing Summary be continued at the November Curriculum Meeting to provide ample time to address the high school SAT scores and the AP test results.

4. **STRATEGIC PLAN – MID-POINT REVIEW AND ACT 48 PROFESSIONAL DEVELOPMENT PLAN**

Ms. Herrity presented the Strategic Plan – Mid-Point Review (2005 – 2008) and the Act 48 Professional Development Plan. Ms. Herrity explained that the plans need to be submitted to the state by October 31, 2005 to remain in compliance with the state. The plans have been revised and updated to remain in compliance. Ms. Herrity explained the minor changes that had been done to address new federal and state regulations such as No Child Left Behind, ESL services, and Gifted Education.

Ms. Herrity explained that the next Strategic Plan will be due in 2008. The requirements of the new format will be a comprehensive district plan that includes: Strategic Plan, Act 48 Professional Development Plan, Technology Plan, and Special Education Plan. As the new system becomes available to the district, Ms. Herrity will formulate committees to begin developing a plan that represents and supports the immediate and long term goals of the district. Mr. Giordano addressed the need to develop a Strategic Plan that guides the district and its budget discussions as opposed to merely developing a plan to fund a budget.

An Act 48 Professional Development Committee has been formulated to begin addressing the professional development needs of the district. Teacher and administrative representatives from all four buildings are members of the committee. During the initial committee meeting, it was decided to design a needs assessment instrument to survey the staffs to identify areas of strength and need. A representative group of the committee will design the survey, and it will be distributed to all staff members to solicit responses and plan for professional development accordingly.

It was agreed upon by the School Board to recommend the Strategic Plan Mid-Point Review and the Act 48 Professional Development Plan for approval at the upcoming School Board meeting.

5. **DISTRICT CURRICULUM REVIEW CYCLE**

Ms. Herrity presented the District Curriculum Review Cycle to the School Board for their approval as a document to guide the curriculum review process. Ms. Herrity reiterated that the goals for 2005 – 2006 were to begin to address the integration of Family & Consumer Science and Business (Phase 1 & 2); Band & Chorus (Phase 3 & 4); and Math Remediation (Phase 3 & 4). The expectation is to make recommendations in 2005 –

2006 for Band and Chorus goals and courses as well as to make recommendations for addressing the math remediation and course structure for students scoring below proficient on the PSSA tests. These recommendations will be brought to the Curriculum Committee in the next months.

Mrs. Miller inquired as to the reason for having this document require board approval as well as inquiring how adjustments are made to the cycle when an issue arises that must be addressed that may force a change in the cycle. Mrs. Wright explained the importance of the board to approve the cycle in order to establish the significance of the cycle in determining curriculum adoption and revision. She further explained that each year she expects to have the administration address the critical curriculum issues with the board to inform them of the next priorities and to indicate if any unforeseen priorities have arisen as a result of government mandates or student needs.

It was recommended to have the District Curriculum Review Process Cycle presented at the upcoming School Board meeting for approval.

6. **DISTRICT GUIDANCE PROGRAM – UPDATE**

Ms. Herrity stated that the administration had agreed to report back to the School Board on the process that would be followed to address the concerns expressed about the guidance department. A meeting was held with administration and secondary guidance counselors to address the concerns. The guidance counselors are working on a way to document the district guidance services that are available to students and their families. The information requires addressing two areas: a developmental guidance curriculum (K-12) and career education and planning (K-12). It is important that information be shared with parents and students so that parents can be partners with the schools in providing support to students. The guidance department and administration are working on a document that will describe the timeline and process for disseminating information. The high school administration and guidance department are also planning a college information session for parents and students in early December. Ms. Herrity explained that the administration has heard the concerns of the board, and they are working to improve the situation.

7. **OVERNIGHT EDUCATIONAL TOUR REQUEST**

An overnight educational tour request for the Junior Class-Social Studies Department to visit Washington, D. C. on April 4-6, 2006 was presented and approved. The tour adheres to the field trip policy. Mrs. Miller requested that any future correspondence for the trip include the statement from the field trip policy that trip money may not be able to be refunded if the trip needs to be cancelled due to a state of emergency.

8. **OLD BUSINESS/NEW BUSINESS**

None

7. CITIZEN COMMENTS

Mrs. Cosgrove expressed the concern that none of the administrators' presentations on the PSSA results credited the impact of the arts upon student achievement as depicted by the PSSA scores. She explained that the research supports the influence that the arts have on student success, and she was disappointed that none of this credit was given.

8. ADJOURNMENT

The meeting was adjourned at 10:45 p.m.

9. NEXT MEETING

The next meeting will be held on Tuesday, November 29, 2005 at 7:00 p.m. at Salisbury Middle School Library.