



**Curriculum, Assessment and Instructional Services, 2012-2013**  
**MINUTES: April 10, 2013**  
**Ed Services Conference (ESC) Room, 2:00-3:30**

Topic	Notes/Actions Taken	Person Responsible
<p><b>Welcome and opening remarks; Review purpose of committee and commitments</b>            (review, 5 minutes)</p>	<p>Welcome, Sign-In, and Opening Remarks; Parking Lot charts provided.            Curriculum, Assessment and Instructional Services (CAIS)</p> <ol style="list-style-type: none"> <li>1. is the result of the alignment of numerous district committees</li> <li>2. ensures cogency with the SVUSD Strategic Plan (adopted 2007-2008)</li> <li>3. supports and implements wildly important goal: <i>Optimal learning for every student by name, by need, by skill</i></li> <li>4. promotes professional learning</li> <li>5. contributes to professional reflection</li> <li>6. provides curriculum leadership</li> <li>7. serves as district ambassadors</li> <li>8. focuses on <i>learning</i></li> </ol> <p>The <u>role</u> of the CAIS committee is advisory and task/product-oriented.            Please avoid cell phone interruptions and engage 100%.</p>	<p>Heidi D. Chavez, Admin Designee for CAIS and Principal NSES</p> <p>Shannon Hansen, Co-Admin Designee and Assistant Principal SVHS</p>
<p><b>Meeting Minutes from March 6, 2013 meeting</b></p>		<p>CAIS members collect while signing in</p>
<p><b>Questions, Concerns, or Comments from School Sites</b></p>	<p>If you or someone at your site has questions, concerns or comments for the CAIS team, please let us know at the beginning of the meeting.</p>	<p>CAIS members</p>
<p><b>Common Core State Standards (CCSS) and professional development, 2012-2013</b>            (information and updates – 2 hours)</p>	<p>In addition to our board approved professional learning contracts with Pearson, Holt, Scholastic, and CMAT, San Bernardino County will provide CAIS with CCSS information and updates:</p> <p>April 10, 2013 = CCSS Shifts 5 and 6 for Mathematics            TIME: 2:00-4:00. Staying beyond 3:30 will be voluntary (without pay).</p> <p>→ Michele L. welcomed the group and immediately went into power-point.</p> <p>Went over chart re: “Models for Acceleration in Mathematics”</p> <p>Gave overview of “Claims for Mathematics” then proceeded to go through each claims (1-4)</p>	<p>San Bernardino County            Michele Lenertz</p>

	<ul style="list-style-type: none"> <li>• Claim 1 – Concepts and Procedures (Rationale, Targets, DOK 1-3, and Relevant Verbs) <ul style="list-style-type: none"> <li>Asked if anyone had questions...none given</li> <li>Reviewed Achievement levels for claim 1 – the 4 commands minimal, partial, adequate, and thorough</li> <li>Math Target Alignment</li> <li>SBAC Blueprint Components for Math</li> <li>Smarter Balance Item Specifications – reviewed using the Gr 5 Math C1 TE and sample</li> <li>Asked anyone for questions...none given</li> <li>*Students may have to show/model their work in CST’s</li> <li>Concepts and Procedures Claim 1 – gr. 5 Target E</li> </ul> </li> <li>• Claim 2 – Problem Solving (Rationale, Targets, DOK 1-3, and Relevant Verbs) <ul style="list-style-type: none"> <li>Reviewed Achievement levels for claim 2 – the 4 commands minimal, partial, adequate, and thorough</li> <li>Reviewed Smarter Balance Item Specifications for Claim 2 and sample SMP Evidence</li> </ul> </li> <li>• Claim 3 – Communicating Reasoning (Rationale, Targets, DOK 2-4, and Relevant Verbs) <ul style="list-style-type: none"> <li>Reviewed Achievement levels for claim 3 – the 4 commands minimal, partial, adequate, and thorough</li> <li>Reviewed Smarter Balance Item Specifications for Claim 3 and sample Gr 3-5 Targets A-G</li> <li>Asked if anyone had questions – none given</li> </ul> </li> <li>• Claim 4 – Modeling and Data Analysis (Rationale, Targets, DOK 1-4, and Relevant Verbs) <ul style="list-style-type: none"> <li>Reviewed Achievement levels for claim 4 – the 4 commands minimal, partial, adequate, and thorough</li> <li>Reviewed Smarter Balance Item Specifications for Claim 4</li> </ul> </li> </ul> <p>Michele took group to website = <a href="http://smarterbalanced.org">smarterbalanced.org</a>  Clicked on blue link at top Smarter Balance Assessments  Under <b>Mathematics</b> click on <a href="#">Mathematics Grades 3-5 (ZIP)</a> for materials  Michele also explained to the group that there are practice questions the teachers could access and use in their classrooms and showed group where to find them.</p> <p>Gave group a survey sheet to be completed by group re: her performance.</p>	
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<b>Adjourn, Closing Remarks 3:30 Time Certain</b>	The next CAIS meeting: <b>August or September 2013, 2:00-3:30</b>  YOU can <b>volunteer</b> to stay for the remainder of the CCSS information and updates provided by San Bernardino County, ending at 4:00pm	Heidi D. Chavez

**Additional Comments or questions can be directed to Principal Heidi Chavez at [hchavez@svusdk12.net](mailto:hchavez@svusdk12.net) or 760-254-3115**