



Curriculum, Assessment and Instructional Services, 2015-2016

Minutes: **December 2, 2015**

Ed Services Conference (ESC) Room, 2:00 – 3:00

Topic	Notes/Actions Taken	Person Responsible
<p>Welcome and opening remarks; Review purpose of committee and commitments (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"> 1. is the result of the alignment of numerous district committees 2. ensures cogency with the SVUSD Strategic Plan (adopted 2007-2008) 3. supports and implements wildly important goal: <i>Optimal learning for every student by name, by need, by skill</i> 4. promotes professional learning 5. contributes to professional reflection 6. provides curriculum leadership 7. serves as district ambassadors 8. focuses on <i>learning</i> <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>→</p>	<p>Heidi D. Chavez, Admin Designee for CAIS and Principal NSES</p> <p>Jeff Youskievicz, Assistant Superintendent, Educational Services</p> <p>Jesse Najera, Deputy Superintendent</p>
<p>Report Cards / Progress Reports</p>	<p><u>Update Progress Reports/Report Cards</u></p> <ul style="list-style-type: none"> • Digital Report Cards <ul style="list-style-type: none"> • Illuminate vs Infinite Campus • Feedback needed <p>→ Heidi mentioned that it was asked to be brought back. Right now IC and Illuminate do not talk. Current report card is not the final product and would like input on what they want to see on the report card. Asked the group to return to the sites to research this with their teachers and bring info back at the next CAIS mtg in Feb. They can also forward info to Heidi prior to next mtg.</p> <p>Ask group if they had any concerns, none given.</p> <p>Bill X asked how the grading rubric was established. Heidi informed that the report card committee created those and they tried to make it “streamlined” across the district since there were no examples available at the time.</p>	<p>Heidi D. Chavez, Admin Designee for CAIS and Principal NSES</p>

Professional Development	<u>Upcoming PD</u> <ul style="list-style-type: none"> • Pat Pavelka – ELA/Writing – Spring 2016 • RCD – ELA (6-8th) training has been shifted <ul style="list-style-type: none"> ○ No longer in December. Training has been moved to Feb 18th & Feb 19th <p>→ Reviewed with the group upcoming dates with Pat Pavelka and focus will be on writing.</p> <p>RCD training dates have been shifted due to December being a busy month</p>	Heidi D. Chavez, Admin Designee for CAIS and Principal NSES
Illuminate	<u>Illuminate Trainings</u> <ul style="list-style-type: none"> • There are webinars you can access from the following site https://www.illuminateed.com/webinars.html <p>→ Informed group that Principals have been given the information on the webinar trainings Illuminate offers. It is the web address on the agenda under Illuminate Trainings. Also, if they have questions or need help with Illuminate they may contact Martha in ESC for assistance.</p> <p>Talked on Illuminate assessments and the issues involved with that.</p>	Heidi D. Chavez, Admin Designee for CAIS and Principal NSES
K-3rd Typing Program	<u>Did anyone find any programs they like?</u> <ul style="list-style-type: none"> • Homework/Feedback <p>→ Possibly Waterford? Asked group to keep looking for more info on this especially for grades 2/3.</p>	Heidi D. Chavez, Admin Designee for CAIS and Principal NSES
ELA Adoption	<u>ELA Curriculum – Adoption</u> <ul style="list-style-type: none"> • November 4th State Board of Education adopted a list of programs for districts to look at. <ul style="list-style-type: none"> ○ There are some questions about the categories listed. We are looking into what the meanings are from the state. ○ Possible timeline adoption to come <p>→ Cameron S going to a meeting on Friday and hopefully will have more clarification on what the different levels mean.</p> <p>Not sure at this time if we are going to adopt. Dependent on what is on the list and we want to get the absolute best for our students, but it will come. (But not this year)</p>	Heidi D. Chavez, Admin Designee for CAIS and Principal NSES



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<p>Other Items of Business</p>	<p><u>CAASPP testing window</u></p> <ul style="list-style-type: none"> • Coming Soon <p>→ Gave the group dates.</p> <ul style="list-style-type: none"> ■ March 14 – May 6, 2016 – grades 3-8 ■ March 24 – May 6, 2016 – grade 11 ■ April 18-29, 2016 – grades 5, 8, 10 <p>Cathy Bustamante had a complaint about the CAASPP system constantly kicking them off for grading. This needs to be addressed with Technology. She wanted to know if it's important to test the students so much. It was felt that yes, it is important because the online assessments are too new for the students not to be exposed to it.</p> <p>Also Cathy B asked about the mouse issue. Informed that this is a HP issue and it is currently being worked on.</p>	
<p>Create ideas for 2015-2016</p>	<p>Together we will create ideas to continue our discussions within CAIS for the 2015-2016 school year. Please think of something you would like to see at a future CAIS meeting.</p> <ul style="list-style-type: none"> • Report card information • Typing Program • Pat Pavelka – schedule • ELA Adoption info <p>Informed group that if something needs to be discussed at CAIS to inform Heidi at least one week prior to mtg. for it to be included on the agenda</p>	<p>CAIS Committee</p>
<p>Adjourn, Closing Remarks 3:00 Time Certain</p>	<p>The next CAIS meeting: February 3, 2016</p> <p>→ Dismissed group at 2:35 p.m.</p>	