

CURRICULUM COMMITTEE MINUTES

August 29, 2007

The first Curriculum Committee meeting of 2007-08 was called to order at 2:45 p.m. in Conference Room A. Those present were Tammy Beckham, Ron Daniels, Ann Garrett, Frank Hartman, David Kassner, Rob Knutson, Quinn McClure, Paula Ramirez, Julie Shaw, and Steve Shifflet.

- I. Mrs. Garrett moved and Mrs. Shaw seconded to approve the May 7, 2007 minutes. Motion carried.

- II. Reports
 - A. Administrative Communication
 1. Department Meetings on September 6, 2007 – Short 3 Block Day – ELO from 2:00-3:00 p.m. – Buses run at 2:10 & 3:10.
 2. 1st Quarter Mid-Term is September 14 – Grades should be posted by the end of the day September 18, 2007.
 3. Eligibility Grades – Teachers are reminded to post eligibility grades by noon each Thursday.
 4. Picture Re-Takes – September 20, 2007, 119H, 8:00 a.m.-3:00 p.m.
 5. Inservice – September 21 – Four Block Half Day. Six faculty members trained on Office 2007 will provide training to all faculty/staff. The inservice will include a brief training session on SOCS (our parent access portion of Skyward). Mrs. Beckham will send out a memo with more information.

 - B. Department Communication
 1. Mrs. Shaw noted that the block on “My Space” was limiting access to sites used in the Science Department. Mr. Knutson will ask Mike Abell to address the problem.
 2. Mr. Shifflet asked Department Chairs to remind teachers that student accommodations are ready in his office. Some teachers have already copied the information for use with students who are in their classroom. Remember that all information is confidential.
 3. Mr. Knutson provided the following information to Committee members:
 - a.) TV, DVD, & VCR carts have gone back out to classrooms and everyone who needed one should have received one back. There are seven carts still available. If you are interested, please call Mr. Knutson.
 - b.) Skyward Parent Access (SOCS) will be available September 17. All areas of SOCS should be filled in and accessible by the end of the first quarter.
 - c.) Teacher access to Skyward from home should be available by the end of September.
 - d.) Rend Lake College representatives Barb Davenport and Kris Kuberski will be at MVTHS on September 24 to sign up students for dual credit courses.
 - e.) The EXPLORE test will be given at the 8th grade level this year. Counselors will go to the grade schools sometime in November or December.
 - f.) Mr. Milt is trying to arrange training for clickers and

- chalkboards. More information to come.
- g.) Injet cartridges are now in the CTE Office. Recycling of cartridges will be handled from there as well. It was noted that all students now have access to a color inkjet printer.

III. Discussion Items

- A. Department Meetings – Mr. Daniels requested samples from teachers on Math and Writing Activities. Information should be shared with other faculty members at the department meeting.
- B. Curriculum Needs/Changes - Textbook – Mr. Daniels asked Department Chairs to report on the following:
1. Curriculum & textbook needs
 2. The track students take through each department
 3. Where we should be headed and our needs in order to accomplish that.
- Teachers are asked to closely monitor classroom textbooks. Too many textbooks have to be replaced due to loss or damage.
- We must determine whether our curriculum is preparing our students to be successful on the PSAE. Mr. Daniels will be looking at classes taken by students who met PSAE requirements as well as the classes of students who did not.
- C. Meeting Dates/Schedules – Curriculum Committee meetings will be held on Mondays again this year. Mr. Daniels will schedule the meetings throughout the year and distribute a list of the dates.

IV. The next Curriculum Committee meeting will be Tuesday, September 11, 2007.

V. Mr. McClure moved and Mrs. Beckham seconded to adjourn. Motion carried. The meeting adjourned at 3:20 p.m.