

## CURRICULUM COMMITTEE MINUTES

January 14, 2008

The Curriculum Committee was called to order at 2:45 p.m. in Conference Room A. Those present were Tammy Beckham, Ron Daniels, Ann Garrett, Melanie Gulley, Frank Hartman, David Kassner, Rob Knutson, Terry Milt, Paula Ramirez, Julie Shaw, Steve Shifflet, and Frank Winchester.

I. Mrs. Garrett moved and Mrs. Gulley seconded to approve the December 10, 2007 minutes. Motion carried.

II. Reports

A. Administrative Communication

1. Department Meetings – Thursday, January 17, 2008 – 8:15 a.m.
2. School Improvement Meeting – Tuesday, January 22, 2008 after school in the Cafeteria Annex.
3. Discipline Committee Meeting – Monday, February 4, 2008, at 6:00 p.m. in the Cafeteria Annex. Discussion at the last two meetings has been uniforms and dress code which has thus far met positive response.
4. 2<sup>nd</sup> Semester Curriculum Committee Meetings – The dates for Curriculum Committee meetings for the 2<sup>nd</sup> quarter are as follows:

February 11

March 10

April 7

May 5

Department meetings will be held on Thursday following the Curriculum Committee meeting dates.

B. School Improvement Committee Report

The School Improvement Committee report is due into the State on March 14, 2008. The Committee is focused on improving the following areas:

1. Math Scores
2. Reading Scores
3. Attendance

Mr. Daniels gave Department Chairs surveys to be distributed to faculty to determine types of training staff has already received and how that training is being used. Surveys are to be turned in to the Main Office.

Contact Mrs. Beckham if you have any suggestions or comments for the next School Improvement meeting.

C. Technology Committee Report

The Technology Committee will meet on January 17, 2008 at 6:30 p.m. in room 104F. Some of the MVTHS website updates discussed included a definition of each department under the Academics button, a tab for forms, and a Crime Stopper button.

D. Department Communication

1. Mrs. Garrett reported the English/Foreign Language Department is off to a good start in the 2<sup>nd</sup> semester and the Library has been busy with the start of the new year.
2. Mr. Winchester reported the Operetta rehearsals began Jan. 14 will continue over the next six weeks.

3. Mr. Kassner reported the Math Department working on School Improvement.
4. Mr. Shifflet will send out reminders to teachers to check for accommodations for students new to them in the second semester.
5. Mrs. Gulley reported the last day for students to drop or add a class is Thursday, Jan. 17, 2008. The last day to drop a class without a grade penalty is February 1, 2008. Guidance will be working through the English Department next week to register students for next year's classes.
6. Mrs. Beckham reported the Mentoring Program has received several responses. She will soon begin pairing mentors with students. Math tutoring will be starting after school in the Math Department and Patty Flick's room.
7. Mr. Hartman noted that the Social Studies department is still trying to track down missing World History books.
8. Mrs. Shaw expressed delight in having Ms. McGee back with us. She also reported that the Physiology class and Science Club will be visiting the Body World Exhibit at the Science Center in St. Louis.
9. Mr. Knutson reported that Barbara Davenport from Rend Lake College will be in the CTE Office on February 4 to register students for dual credit classes. Grades will be submitted on line this semester and next year registration will be online.

III. Discussion Items

A. PSAE Preparations

Mr. Daniels asked Department Chairs to continue working with students to help prepare for the PSAE, in particular, the written portion.

B. Math/Writing Efforts

Friday, January 18 will be a Four Block Half Day schedule with dismissal at 11:35 for students. The afternoon inservice may include testing teachers on portions of the PSAE in an effort to help them better understand how to prepare students for the test.

Mr. Knutson distributed packets with EXPLORE information to Department Chairs.

Included among other items in the packet were student rosters, scores, and profiles.

C. Handbook/Discipline Policy Change

Mr. Daniels asked that any suggested policy changes be sent to him.

IV. The next Curriculum Committee meeting will be Monday, February 11, 2008.

V. Mrs. Gulley moved and Mr. Shifflet seconded to adjourn. Motion carried. The meeting adjourned at 3:32 p.m.