

CURRICULUM COMMITTEE MINUTES

September 22, 2008

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

- I. Mr. Mays moved and Mrs. Gulley seconded to approve the August 26, 2008 minutes. Motion carried.

II. Reports

A. Administrative Communication

1. Department Meetings – Thursday, September 25 – 8:15 a.m. – Department Chairs will let members know if there are any location changes for individual departments.
2. Reminder- Check Faculty Announcements Daily – Anything you need to know will be posted. It is important that you check each day.
3. PBIS Re-Teaching – Thursday, 2nd Block – You will be emailed a quiz to give to your 2nd Block class. Use of the quiz will help remind students of policies. Two problem areas that will be covered are dress code and cell phone usage.
4. Homecoming – Homecoming week is October 14-17, 2008. Mrs. Gulley gave the following schedule of events:

Tuesday, Oct. 14 – Coffee House in 119H – Food served in the hallway.

Wednesday, Oct. 15 – The Granada Theater will host the movie “The Mummy”. The week’s theme is “Egyptian madness – Night on the Nile” will begin at 6:30 p.m. There is no charge except for refreshments.

Thursday, Oct. 16 – Student dismissal is at 2:00. Parade begins at 2:10

Friday, Oct. 17 – Assembly (will affect Blocks 1 & 3). Football game that evening.

Saturday, Oct. 18 – Homecoming Dance at 8:00. The theme this year is “Night on the Nile”.

B. School Improvement Report –

Our next DEAR Reading Prompt will be Oct. 9. Materials will be placed in mailboxes before that date.

Mr. Milt has scheduled a math consultant to be here on October 27-28.

C. Technology Committee Report – Nothing at this time.

D. Department Communication –

1. Science – Mrs. Shaw asked that everyone be reminded to write their signature legibly on hall passes. Mr. Daniels again stressed the importance making sure students have passes.
2. Guidance Office – Mrs. Gulley mentioned that when she enrolls a new student, she is now using the system to send an email to teachers listed on the student’s schedule. This is a helpful tool in sharing beneficial information regarding the student.
3. Math – Mr. Kassner mentioned that several teachers had been unaware that they needed to sign the book for accommodations.
4. CTE – A group of students from the CTE classes will attend a Construction Expo in DuQuoin on Wednesday.

5. Music – No reports, however, Mr. Daniels noted that fans were appreciative that the band is once again on the home side of the field during football games. A suggestion was given that alumni play with the band during Homecoming.
6. Special Education – Teacher notices regarding IEP meetings will be sent via email.
7. English/Foreign Language, Art, Social Studies, P.E./Driver Education – No reports.

III. Discussion Items

- A. Textbooks – Teachers should let Mr. Daniels know if they are still short on textbooks or workbooks.
- B. Curriculum Mapping/Alignment with Standards – Mr. Daniels wants to know what had been done in the past. Are there repeats, overlaps, or gaps in material covered? Mr. Daniels also asked Department Chairs to ask members for comments on specific reasons why failures are occurring at the rate they are now, as well as suggestions for what teachers can do in those areas to encourage students to complete homework and improve grades.
- C. Professional Development Needs – Mr. Daniels asked for feedback on specific professional development needs. What do teachers feel needs to be provided? He also asked for suggestions on a speaker who could benefit the entire faculty during an inservice.
- D. Department Meeting Reports – Mr. Daniels would like reports back from each department's meeting.

IV. The next Curriculum Committee meeting will be Monday, October 27, 2008.

V. Mr. Mays moved and Mr. Winchester seconded to adjourn. Motion carried. The meeting adjourned at 3:20 p.m.