

CURRICULUM COMMITTEE MINUTES

March 25, 2009

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

I. Reports

A. Administrative Communication

1. Department Meetings scheduled for Thursday, March 26
2. Career Fair Day, March 27 in L Building
3. Spring Assembly, March 30, 9:30 a.m. – Seating charts were distributed
4. Spring Fling Outdoor Extravaganza is Thursday, April 2 – Short 3 Day – Buses run at 3:40
5. Friday, April 3 – Short 4 Block, 2:00 dismissal – Teachers leave at 2:15 – Offices close at 2:30.
6. PSAE – April 22 & 23 – Both days are 4 Block with 8:15 start – Friday, April 17 juniors will be pulled from 1st Block to fill out Pre ID forms – Wednesday, April 22 will have an extended lunch hour for those not testing.
7. Friday, April 24 – 3 Block Half Day – 8th Grade Orientation that afternoon.

B. School Improvement Report – Mrs. Beckham has not yet set a date for the next meeting.

C. Technology Committee – We are in the process of establishing an electronic reporting system. Technology and maintenance requests will be submitted online directly from classrooms and offices. Administrators will be able to view requests and monitor responses. A date will be set for Thursday School Improvement time to be used by Greg Poole to train faculty/staff.

D. Department Communication

1. CTE – A group of 70-75 CTE students will travel to RLC on April 2nd for their Career Day.
Pictures of MVTHS events/happenings, along with a short explanation of the event can be sent to the CTE Office to be posted on the MVTHS website.
2. Music – The operetta was a huge success. Attendance was up by over 400. Also, the band/orchestra group will leave for their trip after school Wednesday, April 1st and return Monday, April 6th.
3. Science – A request was made for a master calendar showing all scheduled events. This would help in planning instruction time. Mr. Knutson is currently in the process of establishing a master calendar on the website.
4. Social Studies – Senior Jessa Hawkins won the Tri-County Electric Cooperative Youth to Washington contest. Jessa is the first MVTHS student to win this award. Jessa also won Speaker of the House for Youth and Government.
5. Driver Ed / P.E. – None
6. Art – The JAVA display will be set up in 119H April 14-17.
7. English – JAVA writing submissions are due to Mr. VanZandt (123H) by March 31st.
8. Special Education – See III.G. below (Accommodation Access)

9. Guidance – Mrs. Gulley is working on next year’s master schedule. Teacher input regarding who teaches which courses is encouraged. Please submit recommendations to Mrs. Gulley or Mr. Daniels. A tentative schedule should be completed after Spring Break.

II. Discussion Items

- A. Textbook Requests – Many textbook requests were processed with textbook loan dollars, but Mr. Daniels is still looking into grant funding to cover other costs. More information will be available soon.
- B. Grade School Articulation Meetings – Mr. Daniels requested reports as to whether the meetings were beneficial. We will use a half day again next year to meet with feeder schools.
- C. Freshman Academy – 8th Grade Home Visits – Freshman Academy is still being finalized. Staff will be informed of all changes as soon as possible. All faculty, especially Freshman Academy teachers, are encouraged to take part in the 8th grade home visits. Visits will be scheduled in the evening before the end of school, as opposed to the summer visits done last year.
- D. Department Budgets – A handout was distributed showing department budget allocations. Questions should be directed to Mr. Daniels. Departments should use the spreadsheet format as last year.
- E. PSAE Preparation – Reading Prompts – Teachers should be working on PSAE preparations. Issues with the last reading prompt have been addressed.
- F. Student Handbook Suggestions – Mrs. Talley will be scheduling an evening meeting to allow community input. Format changes as well as any other changes that need to occur in the handbook will be discussed.
- G. Accommodation Access – Special Education Program – Department Chairs were given Accommodation Access handouts to be distributed to teachers. The handout explains instructions and has notes from Mr. Shifflet guiding teachers through the website so they can view student accommodations. Mr. Shifflet stressed that the Account Name and Password should be kept confidential, and that the same name and password listed are used by everyone.

III. The next Curriculum Committee meeting is scheduled for Monday, April 27, 2009 at 2:45 p.m. in Conference Room A.

IV. The meeting adjourned at 3:55 p.m.