

Agenda for **INSTRUCTIONAL IMPROVEMENT COUNCIL** Meeting  
3:45 – 5:15 p.m. Wednesday, October 6, 2010  
Germantown School District – Board Room

***“REACHING FOR EXCELLENCE TOGETHER”***

Connecting

- ❖ Welcome
- ❖ Team Norms

Learning

- ❖ Instructional Improvement Council Responsibilities Review
- ❖ School Improvement Plans (Instructional Improvement Council Responsibilities D, IICR – D)
- ❖ Course Changes (IICR – A, B)
  - (See Reverse Side for Process)
  - Advanced Placement Biology
  - Human Anatomy and Physiology
  - Science course adoptions timeline

Managing

- ❖ Meeting Dates and Times (See attachment: Time Table/Topics)
- ❖ Updates on upcoming events through January
  - Writing Assessment Scoring – October 11, possibly additional dates
  - Child Care Conference – October 8, required for licensure updates
  - AP English Language and Comp Workshop – October 15
  - 4<sup>th</sup> Grade Einstein Science Curriculum Training – October 20
  - WATG Conference – October 7-8
  - Communicating with Parents & Families/ The IEP - October 4  
1/21-22, 28-29, 2/7, 2/17-18, 3/3, 3/16-17, 4/11, 4/13-14.
  - Coaching & Observation Strategies ED643 – October 13,14
  - Analyzing Student Work to Guide Instruction ED644 – November 10,11
  - Assessing Student Understanding & Achievement - December 6
  - Instructional Mentoring ED642 – January 12,13

- Differentiating Instruction: Entry Points - January 18, 19
- Understanding, Supporting & Facilitating the Spirit of PI-34 ED690
- Matching Instruction to Students Needs / Building Connections to Meet the Diverse Needs of Learners
- Coaching & Observation ED643
- Coaching in Complex Situations
- Analyzing Student Work to Guide Instruction ED644
- Self-Reflection & Goal Setting
- Mentoring for Equity
- K-12 Curriculum Committee meeting dates? –
- Wisconsin Graduation Summit – December, March
- District In-service/Work Day – November 29, January 21, March 11, June 10
- Response To Intervention Steering Committee Dates and
  - October 5, 2010 – Collaborative Times, teaming templates
  - December 14, 2010 – Development of critical learning targets, differentiation versus intervention
  - January 19, 2011 – Training on creating and analyzing data walls
  - March 3, 2011 – Develop vision of how SIMS, collaboration, learning targets, differentiation, data walls, and interventions fit together.

Closing

- ❖ Next meeting date/time
  - Agenda items:

### **Process for Course/Program Addition, Deletion or Modification**

1. Recommendations for course/program additions, deletions or modifications shall be presented to the subject area curriculum steering committee by April 1 of the school year proceeding the school year in which the proposal shall be considered for adoption. High school course proposals shall have received the acknowledgment of the high school department and administration prior to submission to the steering committee.
2. K-12 curriculum steering committees shall provide an initial endorsement, an endorsement with modifications, or a rejection by May 1 of the same school year mentioned above. A definite Course outline is to be developed prior to further consideration by the K-12 committee in the fall.
3. By October 1, the finalized course proposal shall be presented to the subject area curriculum steering committee for review, adoption or rejection.
4. The approved proposals shall be presented to the Instructional Improvement Council by November 1 for discussion and review.
5. The Instructional Improvement Council shall take final action relative to course/program proposals at the scheduled end of November meeting.
6. The Board shall act on the proposals no later than its last meeting in December.

### **Instructional Improvement Council Responsibilities**

The Instructional Improvement Council monitors and reviews all recommendations relative to the instructional program. The Council sends recommendations to the Administrative Council and to the Board of Education.

- A. To act on program modifications.
- B. To recommend modifications to the Administrative Council and Board.
- C. To endorse textbook adoptions.
- D. To receive and analyze reports that impact the instructional program:
  - a. achievement testing
  - b. curriculum evaluation, audit reports and implementation plans
- E. To recommend and assist in implementing effective staff development programs.
- F. To review curriculum steering committee goals.
- G. To update the K - 12 curriculum long-range action plan as necessary.

<b>Potential COMMITTEE MEETING DATES</b>	<b>POTENTIAL TOPICS</b>
Wednesday, October 6, 2010	Course Additions Science Timeline School Improvement Plans and Curriculum Impact
Wednesday, November 10, 2010	Response to Intervention Overview RTI Implications on curriculum
Wednesday, December 15, 2010	New Teacher /Mentoring Activities K-12 District Writing Assessment Wisconsin Graduation Summit
Wednesday, January 12, 2011	Professional Development New Teacher Project ESEA Updates School Improvement Plans Mid-Year Review Textbook Adoption Requests/Instructional Materials Requests
Wednesday, February 9, 2011	Textbook Adoption Requests/Instructional Materials
Wednesday, March 16, 2011	Textbook Adoption Endorsements Course Proposals for 2010-11
Wednesday, April 13, 2011	
Wednesday, May 11, 2011	END OF YEAR REVIEW