

**AMESBURY SCHOOL COMMITTEE
TEACHING AND LEARNING SUBCOMMITTEE MEETING MINUTES
VIRTUAL MEETING**

November 23, 2020 at 4pm

This meeting was conducted under the 'Executive Order Suspending Certain Provisions of the Open Meeting Law G.L. c.30A, §20', signed on March 12, 2020.

The public was able to dial into the meeting using their phones by calling
United States: +1 (408) 650-3123
Access Code: 492-577-477

Present at 4:00 p.m. were Maryann Welch (Chair), Peter Hoyt, Abigail Jurist Levy, the Director of Teaching and Learning, Lyn Jacques and the Acting Superintendent, Elizabeth McAndrews.

Ms. Welch called the meeting to order at 4:01pm.

- **Approve minutes from Oct 19, 2020 meeting.** *Mr. Hoyt moved to approve the minutes. Dr. Jurist Levy seconded.* A brief discussion occurred and Ms. Welch agreed to clarify old Chromebooks and new Chromebooks in the minutes. *Vote: yes, unanimous*
- **Review of MASC Training (How it may affect subcommittees)**
Ms. Welch reviewed the new district and School Committee goals. Ms. Welch stated that the subcommittees will be revamped and the Teaching and Learning subcommittee may or may not continue, depending on the reorganization. *All subcommittee members agreed that the Teaching and Learning subcommittee should remain.*
- **DESE Tiered Focus Review**
Ms. Jacques said she had started a memo for the subcommittee but would provide it later. She explained the DESE Tiered Focus Review process to the subcommittee. The review is a huge undertaking every three years to assess elements that improve student outcomes. This year, Amesbury will be evaluated on universal standards to see special education and civil rights alignment. Amesbury's self-assessment was due to DESE on Oct. 15th with specific criteria requiring numerous evidence documents. The second step may occur in late January, unless CoVid-19 issues adjust the timeline, which involves DESE representatives performing an on-site validation of the self-assessment. After the validation is complete, DESE creates a summary of their findings and shares it with the district administration. Finally, the district must write up continuous improvement plans for any criteria that is not considered "fully implemented."
During the last review, a developed plan required an update on the bullying policy so, there may be policy recommendations after this review for the School Committee.
- **Update on the Wit & Wisdom Implementation**
Ms. Jacques shared that there was a little confusion in the beginning when the books from the Core program came altogether, instead of separated by school. It took time to separate the books and make sure each teacher had the correct number of books since the book amounts vary depending on if they were to be used as read alouds, partner shared, small group instruction, or full classroom sets. The district may need to buy a few more books at one grade level because an extra classroom teacher was hired after the books were ordered. Insync, the online part of the program, was difficult to implement because

the company support was lacking. The teachers were a little frustrated with the implementation of the program but Ms. Jacques continues to believe it is a great program that was needed. Professional development has been provided to staff on the overall program and professional development will continue.

- **MAP Testing**

Ms. Jacques shared the MAP testing plan. Grades 2-8 started MAP testing and will be complete by Dec. 4th. Students in remote will do MAP at home. Remote students in grades 2-4 had an option to come into school to complete the assessment. Kindergarten and first graders will take the MAP fluency test starting in December. Once the data is collected, the leadership team will interpret the data and make recommendations.

- **Evaluation Subcommittee Update**

Ms. Jacques said the subcommittee has been meeting for the past several weeks. Shortly, recommendations will be sent to the union to be negotiated. The PRT day in December will involve professional development on observations and provide time for goal setting.

- **Equity & Inclusion Design Team**

Ms. Jacques has attended one meeting, as a member of the Mayor's Equity and Inclusion Design Team. Ms. Jacques shared that the first meeting involved defining vocabulary and dynamic conversations. She is excited to be on this team and be a connection between the schools and community.

- **Remote learning impact on first quarter grades**

This topic was tabled for the next subcommittee meeting, as data has not been collected. However, Ms. Jacques shared that the Elementary school first trimester report card will not be the tradition report card. Instead, "focus skills" will be assessed and results will be shared via a template and discussed during parent-teacher conferences. Additionally, a "focus skill" update will be inserted into the second and third trimester report cards. The report card subcommittee will continue this work and look into revamping the elementary report card to provide more beneficial information in the future.

- **Hybrid preparations**

Ms. Jacques shared that teachers continue to work on curriculum pacing in the hybrid model. Professional development plans were created by the principals and AMS and AHS hybrid plans were improved to add more synchronous learning. Ms. Welch asked about an update on the "c cohort". Ms. Jacques said the "c cohort" has not been revisited since creating workable plans for AMS and AHS.

- **Spotlight marketing**

Ms. Welch addressed the need to publicize the opportunity for spotlights. Ms. McAndrews recommended including Carol Bartlett, as her district newsletter shows various district achievements and highlights. Ms. Welch said she will ask Kate Currie for the spotlight form. There was a discussion about sharing the form on the city website and the Superintendent highlighting it in her newsletter.

- **Policy/financial needs**

Ms. Jacques continues to work through the ESSER transfer of money to Sparhawk, since the amount has yet to be determined because districts are telling Sparhawk differing ESSER interpretations. Ms. Jacques was happy to share that AEFI bought Chromebook and iPad covers. The iPads have been shipped and will be configured and catalogued shortly. Additionally, 100 hotspots were bought and are being set up.

Mr. Hoyt moved to adjourn the meeting at 4:55pm. Dr. Jurist Levy seconded. Vote: Yes, unanimous

Next Teaching and Learning Subcommittee meeting planned for January 2021.

Amesbury Teaching and Learning Subcommittee Goal

To serve as a conduit between the School Committee, School Personnel, and Community and ensure that student achievement is the schools' utmost priority. The subcommittee will...

- Regularly review the progress and products of the Teaching and Learning Department
 - Recommend spotlight presentations to share academic successes
 - Advocate for specific policy and budgetary needs that support curriculum, instruction, and accountability
-