

**Manitowoc Public School District**  
**Minutes of Curriculum Committee Meeting**  
September 17, 2020

Curriculum Committee Chairperson, Meredith Sauer, called the meeting to order at 6:00 p.m. Curriculum Committee Members Kathy Willis and Elizabeth Williams were present along with Board of Education member Lisa Johnston and Superintendent Mark Holzman. In addition, Jason Bull, Director of Teaching, Learning, and Assessment, and Pam Lensmire, Director of Curriculum and Instruction were also present.

**Building Action Plans**

Jason Bull provided an overview of the Building Action Plan document that each building leader and leadership teamwork through. This document is differentiated by grade band level and guides teams through a comprehensive review of a plethora of data sets by sub-group, discussions around root causes, identification of a year long SMART goal, semesterly action steps to support the achievement of the goal and a plan to grow family engagement. In addition to supporting the continuous improvement model, the goals and plans outlined within Building Action Plans allow the work at the building level to be most focused on student achievement and promotes the idea of celebrating the hard work and achievement of students and staff alike. Building Action Plans will also serve as the foundation of monthly Administrative meetings hosted by the Student Learning Office. In addition, these Building Action Plans will be used as building leaders prepare their yearly Board of Education School Showcase presentations. Several year-long SMART goal examples were shared with the members present. Lisa Johnston inquired about the status of Educator Effectiveness. Mark Holzman and Jason Bull provided an overview of this work.

**English Learners**

Pamela Lensmire shared a summary of the summer work of the English Learner team that will guide the actions of the team throughout the course of the 2020/21 school year. Pam Lensmire shared the vision of the department, student data, and the goals for the year with first quarter benchmarks. The goals center on increasing the reading proficiency of English Learner students as measured by growth in their ACCESS assessment scores and the implementation of a co-plan to co-serve model with general education teachers in order to increase the consistency of scaffolds, differentiation, and academic language development strategies across content areas to meet the needs of English Learner students. The English Learner team has worked diligently to collaborate around these aforementioned components that will drive the work with and for students throughout the academic year.

**Student Learning Liaison (SLL) Team**

Jason Bull shared the overview of the work of the Student Learning Liaison Team. This group of teacher leaders work to serve as a conduit of communication with teachers across the district and administrators, manage a budget to provide supplies, resources and professional development support, and advocate on behalf of student learning. The members of the Student

Learning Office meet with this teacher leader group monthly throughout the school year and host an annual Leadership Institute with this team. This year, the Leadership Institute featured Thomas Many, an internationally recognized presenter, author and educator. Mr. Many spent two days with the SLL and administrative team members facilitating learning, discussions and planning around ensuring collaborative teams are most effective and realizing positive student achievement outcomes.

Elizabeth Williams made a motion to adjourn the Curriculum Committee; Kathy Willis seconded the motion. The Curriculum Committee meeting adjourned at 6:48 p.m.