

Student Progression, Promotion and Grading Committee
Meeting Minutes
April 10th, 2019 – 4:00pm – 5:15pm
Edwards Education Center Gym

*Committee Members Present: Felicia Smith, Chris Deely, Pam Royster
 Cathy Gunn, Julie Donlon, Angie Johnson, Kim Fitzgerald, M. Buell Snyder, Jenni Aberli, Katie Cohen, Eli Beardsley, Danielle Washburn, Justin Elliott, Julie Cummings, Jayne Kraemer, Staci Eddleman, Kathleen Receveur, Andrew Guest, Jo McKim, Alan Young, Maddie Shepard, Heather Hoerter, Amy Mueller, Tammy Berlin, Tina Getting, Tiffany Marshall, Jennifer Cave and Rebecca Nicolas.*

Minutes/Notes taken by: Brandie Underwood

Agenda Item	Discussion/Action/Person Responsible
Call to Order Opening Comments	<p>Felicia Smith called the meeting to order. Motioned by Kathleen Receveur and Maddie Shepard seconded the motion.</p> <p>Everyone introduced themselves - their name, role, and work group they will be serving on as a part of this committee.</p> <p>Given the number of new members on the committee, Felicia explained the process for how the SPP&G Handbook is updated each year. She gave an overview of the committee's goals and timeline and expressed that next year's process will likely have more extensive revisions given where we are on improving policies that will align to the district's vision and practices for implementing deeper learning. This year, she reiterated, we will only engage in updates as recommendations to the board for approval.</p>
Review of SPP&G Committee responsibilities	<p>Felicia explained the role of the grade level work groups in our process for completing the SPP&G work. There is a team lead for elementary, middle and high. The changes that are being made in the handbook are scheduled to go to the May 14th board meeting. Felicia will need to submit the agenda item for Dr. Coleman's approval on April 26th. The grade level team leads will determine how frequently your team will meet. Some meetings will be face to face others while others will be zoom conference calls or virtual engagement. This will be up to the preference of each grade level group.</p>

<p>Introduction of team leads and review of grade level work</p>	<p>Felicia introduced the grade level team leads to share their early thinking about updates to the SPP&G.</p> <p>Elementary Lead- Chris Deely. Chris has been a part of this committee for four years. Chris highlighted that a few years ago there were major changes made to the handbook. This year we will be looking at the handbook from a deeper learning standpoint. She expressed that we need to hear from this committee on the types of things they hear from teachers/principals in the schools that may appear to be unclear or need to be revised through this process. She expressed we are counting on this committee to share those suggestions as a part of this process.</p> <p>Middle School Lead- Jennifer Cave was not able to present at this point in the meeting.</p> <p>High School Lead- Pam Royster. Pam has been a part of this committee for nine years. Pam expressed the high school work group will be focusing on how we can continue to make the SPP&G more cohesive. Her primary considerations will be to help the high school work group address language to include around the defenses and related implementation aspects of deeper learning. There may be a few technical changes but the more significant changes will come once we address the changes from the new KDE graduation requirements. This will be outlined in this year's updates. The high school group anticipates more significant changes in the 2019-2020 school year updates.</p> <p>Before going into the next item on the agenda, Felicia asked each person to take two minutes to write down thoughts on what needs to be changed from their perspectives in the SPP&G handbook. With a new vision for deeper learning, she asked the committee members to keep that in mind while making policy changes. Policy needs to be informed by practice. She expressed that the types of policy changes that we are making for more than 100,000 students, need to be really good. So we want to have thought through the implications for any revisions/updates and how that may be impacted by budgetary needs/requests. Committee members were given time to complete this task and use this information for their initial conversations in their grade level team work groups.</p>
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<p>Grade Level Team work</p>	<p>Groups broke out into elementary, middle and high school teams to begin their team work.</p> <p>At the completion of the small group work time, Felicia asked the leads to share 1 or 2 things that surfaced during their work time. Those included:</p> <p>High school wrap up- A lot of work to do for next year and clean up to regulations policies. Several of our team members had expressed an interest in working with middle school, also. There was a proposed idea to have the high school and middle school groups work as one group next year - as a secondary work group.</p> <p>Middle School- spoke about big pictures items to focus on the language and how it works with the success skills.</p> <p>Elementary- Broaden language around deeper learning for next year. Committee members want to consider the procedures that may need further definition as a part of implementing the policies outlined in SPP&G. Their discussion was more focused on whether procedures were being followed, not necessarily substance, although the group will be taking a deeper dive into the substance in its next conversation.</p> <p>All work groups have scheduled their next conversations.</p>
<p>Closing/ Next Steps/ Adjournment</p>	<p>Felicia may ask a few to help her think about what professional learning needs for implementing SPP&G given the number of new teachers and principals in the district. It would be a separate work group but she asked that members let her know before leaving the building, if they are interested in supporting this work.</p> <p>She reminded the committee members that It is very important to have a consistent group from year to year, so please make this a priority so the work gets completed. She expressed that this committee has a lot of work ahead and we need to adequately outline what needs to be changed for the subsequent year.</p> <p>She reminded everyone that this is a committee that makes recommendations not a decision making body. But that recommendations are made to the district leadership, superintendent, and board for changes and updates.</p>

	Felicia Smith asked for a motion to adjourn the meeting. Motion to adjourn was made by Jenni Aberli and seconded by Danielle Washburn.
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Submitted by: Felicia C. Smith and Brandie Underwood

4.10.19