**MINUTES FROM MEETING 3/20/17**

**Vertical Curriculum Committees**

**K-12 English Language Arts**

**MAP/EOC Item Analysis Review**

**Assignment:**

As a group complete the Vertical Team Action Plan, Part 2.

In this activity, Milan C-2 teachers work collaboratively to align standards across grade levels and develop a deep understanding of what is required in the upper grades. A highlight of the activity is cross-grade discussion of problems students have with the standards in the higher grade level and brainstorming instructional ideas that will help teachers in the lower grades better prepare their students.

Using the completed Five In/Five Out information brought by each grade level/content area team begin with 12th grade and work your way to Kindergarten looking for alignment/gaps .

**Discussion:**

Are there any surprises?

* Open areas but no surprises
* More vocabulary listed as a commonality
* Vocab is done constantly but getting all to do that
* \*Context Clues as a practice in our classrooms

Are the 5 Out SMART Goals you have assessed this year?

* Skills-Smart goals (yes)
* Writing-Smart goals (no)

Have you taught them this year?

* Most are taught but

When were they taught?

* Taught prior to MAP testing
* K-2 continuously
* Writing modeled continuously

Do you see any adjustments for your grade level?

* Making sure things are covered
* Covering different types of writing
* Developing smart goals for the writing process

What follow-up is needed to embed the Curriculum Alignment (CAP) Process within your school?

* Writing rubrics used in all subjects (resource: essaytrigger.com)
* Identifying context clues in all subjects
* Reviewing student samples in writing as a K-12 group to analyze expectations at each level
* Writing benchmark given K-12 and tracked as a smart goal
* Google blog used for the K-12 Comm. Arts team to use to share out strategies

Have you identified obstacles as you integrate/implement the CAP Process in your school?

* Getting information out to everyone and technology in general

Communication Arts Vertical Team

Action Plan, Part 2

**Milan C-2 School District**

1. **What does your Vertical Team want to accomplish:**
   1. **For students?**
      1. More technology and assessment ready
   2. **For our teachers?**
      1. Strategies and Resources
   3. **For ourselves?**
      1. Rubrics and Benchmarks
2. **What are the major issues that we, as a communication arts vertical team will address?**
   1. Vocabulary and context clues
   2. Summarizing
   3. Rubrics and Benchmark assessments
3. **THREE specific goals for our vertical communication arts team next year are:**
   1. Create rubrics and benchmark assessments
   2. Context clue strategies for identifying the meaning of vocabulary
   3. Produce examples of student work on summarizing
4. **What specific plans do we have for accomplishing each of the goals listed above?**
   1. Meeting to create rubrics and share examples of student work.
   2. Share strategies on context clues
5. **How will we measure our degree of success in attaining each of these goals?**
   1. Compare smart goal data including assessments to see how they align on summarizing and context clues
6. **How often will communication arts vertical team meet?**
   1. Once per quarter on an early out or full work day
7. **When and where are we going to meet?**
   1. Early out, workday and in the elementary tech lab
8. **How long will each meeting be?**
   1. No more than 2 hours
9. **How are we going to keep record for our activities and accomplishments?**
   1. Agenda and minutes
10. **Who is going to be responsible for maintaining and distributing the team records/accomplishments to team members?**
    1. Pauley
11. **What kind of administrative support will we request?**
    1. Time