

**Palmyra-Eagle Area School District
Curriculum and Policy Committee Meeting
Tuesday, February 7, 2023 - 5:30 pm
Palmyra-Eagle MS/HS School Community Center - 123 Burr Oak Street, Palmyra, WI
Meeting Minutes**

All meetings are subject to Wisconsin Statutes – Open Meeting Laws (19.81-19.98)

“In compliance with Open Meeting Law, it is hereby posted that the following committees of the School Board of the Palmyra-Eagle Area School District will meet on the following dates and times. It is possible that a quorum may exist at one or more of the Board Committee meetings, as a Board member who is not an official member of a committee may attend. No Board action will be taken at any of the Committee Meetings.”

- I. Call to Order:** The meeting was called to order by Committee Chair, Kristiana Williams, at 5:30 pm.
- II. Roll Call – quorum (2) of this committee required to proceed**
 - A. Attended - Kristiana Williams, Mitzi Roscizewski, and Zachary Rutkowski
 - B. Others Present - Doris Parsons, EES Principal - Kartie Robertson, MS/HS Principal - Kari Timm, and District Executive Assistant - Traci Plotz
- III. Discussion and approval of agenda:** The agenda was reviewed and approved.
- IV. Agenda**
 - A. **Review of December 2022 Minutes:** The minutes from the December 6, 2022 meeting were reviewed.
 - B. **Discussion Regarding 2023 Summer Programming:** Katie Robertson reported that summer school will be held June 12th - June 30th with a Monday-Friday, 8am - 12 noon format. Wrap around care will be offered again for afternoon only. The Summer School course guide will be ready for the committee to review at their March meeting and to be approved by the board in March. Information will go home with student prior to Spring Break and enrollment deadline will be May 1st. At this time the plan is for elementary students only, if there is interest we could offer MS classes, however, to save money the classes would be offered at EES. By ending summer school on June 30th, that will allow cleaning staff more time to complete the summer deep cleaning of the school, so that we are ready on time for the school year.
 - C. **Update on AVID program:** Kari reported that they have held off on the Director training for AVID, until we can hire a new Curriculum & Instruction Coordinator. We are still moving forward with the program. Kari is working with AVID on updating our contract appropriately. At this time more teachers are working on checking the binders than the original two teachers designated. Kari is working with Brad to make sure there is funding for the training of additional teachers on the AVID process.
 - D. **Update on New Science Curriculum Pilot:** Katie Robertson reported that the elementary science pilot, Houghton Mifflin Harcourt (HMH) “Into Science” is working well. They have not bought the kits for the program, but are creating materials lists for the science lessons and will be looking at sourcing kit items differently and creating our own kits to save money. At this time the quotes for the elementary science program have come in at \$15,129 for six years. This includes Seat licenses and digital access for teachers, but does not include hard copy teacher book for every grade level, which the teachers would like. “Into Science” is the preferred choice of the elementary teachers and they are happy with it so far, it is very user friendly. Kari Timm reported that the Ms is piloting two science programs. Jen Prowitz is piloting HMH Science Dimensions - all digital (not preferred), Jyl Krohn is piloting - McGraw Hill - “Inspire Science”- integrated science areas. “Inspire Science” seems to be the preferred program, as it is easy to use and understand.

- E. **Review Middle School Science Curriculum Quotes:** Kari Timm reviewed the quotes for the McGraw Hill “Inspire Science” with the committee, as that is the preferred curriculum of the teachers. Kari recommended the 6 year subscription at \$12,733.17 for printed and digital materials.
- F. **Update on Bloomz Implementation.:** Katie Robertson reported that Bloomz is an amazing program, but there are problems with syncing with Skyward. So, we have not yet been able to fully take advantage of the service. Ryan Jonas is working on the issue with the head of the company. The committee requested that Ryan submit a written report to the board regarding the implementation of Bloomz.
- G. **Discussion Regarding Plans for the Open Curriculum and Instruction Coordinator Position:** Kari Timm reported that she is working on the Job description. She will have it ready in March for the Board to approve the posting. The committee requested that one of the qualifications for the position be AVID experience.
- H. **Review and Discussion on 2023-2024 high School Course Catalog:** Kari Timm reported that they are bringing back Mythology as a year long in-person class, it is currently offered through e-dynamics. We will also be offering a Culture and Food Around the World class as a semester long course. Discussion took place regarding the wording for alternate year courses.
- I. **Review NEW Policies as Recommended by NEOLA**
 - 1. po5500.01 Conduct in Virtual Classroom
 - 2. po8395 Student Mental Health ServicesThe committee agreed to move these forward with the full board for approval, with a change to po5500.01, eliminating the option wording that is not needed.
- J. **Review Policy Updates as Recommended by NEOLA**
 - 1. po2414 Human Growth and Development
 - 2. po5722 School-Sponsored Publications and Productions.The committee would like to review these again next month after staff have checked to make sure the policies reflect what we are teaching in class.

V. **Schedule next meeting:** Tuesday, February 7, 2023 at 5:30 pm.

VI. **Adjourn:** The meeting was adjourned at 6:45pm.

**Respectfully Submitted,
Traci Plotz
District Executive Assistant**