

INSTRUCTIONAL COUNCIL
DATE: Tuesday, November 28, 2017
CSAC, 3rd Floor East Conference Room
TIME: 4:00 – 5:00p.m.

MINUTES

- P Valerie Seales, Director, Staff Development, Curriculum, Assessment, & Instruction, Chairperson
P Dr. Matt Seebaum, Assistant Superintendent, Educational Services
A Dr. Lori Simon, Superintendent
P Melissa Miller Kincart, Director, Strategic Partnerships and College & Career Readiness
P Mike Talley, Principal, Central High School
P John Julius, Principal, Stevens High School
P Shane Heilman, Principal, Rapid City High School
A Scott Phares, Principal, Southwest Middle School
P Lisa Hafer, Principal, Pinedale Elementary School
P Cher Daniel, Principal, Rapid Valley Elementary School
P Becky Hollibaugh, Teacher, Central High School
A Toni Brun, Teacher, Rapid City High School
P Jennifer Haar, Teacher, Stevens High School
P Kari Abelseth, Teacher, Southwest Middle School
P Brenda Czmowski, K–2 Teacher, Horace Mann Elementary School
P Connie Johns, 3–5 Teacher, Black Hawk Elementary School
P Nicole Keegan, Manager, Staff Development
A Liz Venenga, Curriculum Specialist
A Ann O’Connell, Curriculum Specialist
A Stephanie Hidgon, Curriculum Specialist
P Luis Usera, Curriculum Specialist
A Colby Christensen, Curriculum Specialist
A Christine Henry, Curriculum Specialist
P Melissa Good, Counselor, Stevens High School
P Bobbi Adrian, Library Media Specialist, So. Park School
A Falon Thrash, Student Representative, Central High School
A Caitlyn Speier, Student Representative, Stevens High School
P Kate Thomas, Board of Education Representative
P Mike Roesler, Board of Education Representative
P Christine Stephenson, Board of Education Representative
P Shelley Rath, RCEA Representative, West Middle School
A Dennis Hale, School Liaison Officer, Ellsworth AFB
A Kayla Fox, Central High School – Community Representative
A MaryAnn Kalytka, Rapid City High School – Community Representative
P Trish Anderson, Stevens High School – Community Representative
A Katherine Brandiger, Middle & High School – Community Representative
P Carla Brutico, Grandview Elementary School – Community Representative

Also in attendance:

- Dr. Greg Gaden, Director, Student Services
- Karen Hanzel, Language Arts, Stevens HS
- Tom Keck, Mathematics, Stevens HS
- Seth Keene, Mathematics, Stevens HS

1. **Welcome** – Valerie Seales

Valerie welcomed all to the meeting

2. **Minutes**

The minutes from the October 24, 2017, meeting were approved as submitted.

3. **High School New Course Proposal, English 12** – Karen Hanzel

Motion was made to approve the pilot going forward as a course and be put into the 2018-2019 High School Course Listing Book as submitted.

Discussion:

- Handouts were given; this is attached to these minutes for those not in attendance
- PowerPoint presentation was given; this is attached for those not in attendance
- Students who participated in the pilot were engaged and very enthusiastic; giving valuable feedback
- Course meets the district's goals of 21st Century skills

Motion was seconded and carried. This course will move forward with the 2018-2019 High School Course Listing Book.

4. **High School New Pilot Proposal, Advanced Placement Statistics** – Tom Keck, Seth Keene

Motion was made to approve the pilot starting in the fall of 2018 as submitted.

Discussion:

- PowerPoint presentation was given; this is attached for those not in attendance
- Handouts were included with the agenda
- There will be 2 sections, 60 students, offered at Stevens HS in the fall of 2018
- This will be a year-long course; with completion of Integrated Math 2 as a prerequisite
- A student survey was conducted – received 211 valid responses
 - interested in this offering
 - also, interested in taking more math courses beyond the 3 years required, doubling up when schedules permit
- Teachers are looking at their textbook options – will have a decision shortly
- There is also a need to send one teacher to an AP Institute training for AP Statistics

Motion was seconded and carried.

5. **2018 – 2019 High School Course Listing Book** – Mike Talley, Shane Heilman, John Julius

Motion was made to recommend to the Board of Education the 2018 – 2019 High School Course Listing Book as submitted.

Discussion:

- A handout with the list of the changes was distributed (attached for those not in attendance)
- **Question:** what is the process for updating the book each year?

Answer:

- A meeting is set
- A hard copy of the book goes to each high school with instructions to have the curriculum areas go through and update class descriptions, grade levels, and / or any other information. Changes including minor wordsmithing can be accommodated, but any content changes must have consensus between the three buildings.

- The building principal, or his designee, registrar, and school counselor from each high school bring their building updates / changes to the meeting.
- The changes are incorporated into the book, tracking said changes.
- It is sent out again to the buildings for a final inspection that all changes were included. Any further changes need to be submitted at least 7-10 days prior to Instructional Council so they can be incorporated and the draft version sent to the Instructional Council.

Motion was seconded and carried. The 2018-2019 High School Course Listing Book will go to the Board of Education as an Information item on December 11, 2017, and as an Action item on January 8, 2018.

6. Other

Next meeting: Tuesday, December 19, 2017; CSAC 3rd Floor East Conference Room