**TEAM: NEASC Assessment**

**PRESENT: Michelle Prentiss, Heidi Welch, Jocelyn Perrin, Matt Govoni, Brianna Merrill (Community/Parent)**

**Kathy Atkins (Community Member), Andy Mitchell, Kyle Belanger (Student)**

**MEMBER TAKING MINUTES: Heidi Welch**

**DATE: 9-11-13**

**START TIME: 2:30 p.m.**

**END TIME: 3:30 p.m.**

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| Confidentiality Reminder | Michelle went over the confidentiality reminder for the committee. | We understand the level of confidentiality of the committee. |  |
| Contact Information Update | Email was updated for each member of the committee. |  |  |
| Pre-Self Study Report | Michelle handed out the report and went over the information. |  |  |
| Our Timeline | Michelle went over the timeline |  |  |
| Draft a List of specific evidence we will need  **Indicator 1** | What documents we will need/who from:  **Copy of school-wide rubrics**  **Copy of 21st century learning expectations.**  Writing Rubric  Description of the formal process for assessing whole school and individual student progress in 21st Century learning expectations (clarify what this is: is this our civic and social expectations, or was that from the SLO?)  Copy of the 2012/2013 School-Wide SLO (global failure rate decrease)  Copy of the 2013-2014 School-Wide SLO  Michelle shared the Conant HS report card change. | **Get from Core Values NEASC committee**  **Get from English Dept**  **Jim/Jen/Core Values need to be asked about this**  **Jim/Jen** | **Heidi will email Noah Denslow.**  **Michelle will gather this piece.** |
| **Indicator 2** | Web2School  Teachers/Faculty: Professional learner rubric – can the Responsible learner portion of We2Scjhool be consistent? Faculty use it differently.  Sample reports to students/families – students reports in achieving 21st c. learning expectations.  We need to change the progress report/web2school stuff (hard skills/soft skills) CRTC teacher meet w/students once a quarter to do self-evals and teacher evals of skills. This in addition to regular letter grades. Mail home in addition to letter grade/report card. Form for this?  Sample reports to students/ families -=- school progress reports in achieving 21st century learning expectations. | **Kathy Maguire/Patti/Jim/Jen** |  |
| **Indicator 2** | MAP testing Data  Freshman Team data  Sample assessment with  Narrative about response  Data spreadsheet  Sample of new lesson re-teaching whatever students struggled with  Survey?  Description of process faculty uses to collect, disaggregate, and analyze data to respond to inequities in student achievement. (MAP testing data in reading /math for placement, sophomore team, music dept. midterms…data team, pre=algera spreadsheet for midterms.) Could we ask staf if they are doing this? Survey monkey survey? How are people using it to inform instruction.  Copy of SLO (and reflection) from 2013-2014 school year | **Chris Bergeron**  **Noah/Jacob RR**  **FACULTY – ALL**  **Jim/Jen** |  |
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