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**Maria Libby**  
Superintendent  
**Debra McIntyre**  
Assistant Superintendent

Five Town CSD/MSAD #28  
FIVE TOWN ADVISORY COMMITTEE MEETING  
Friday, January 26, 2018  
**CHRHS RM 245**  
1:30 - 3:00 p.m.

**Attending:**

Maria Libby, Superintendent CSD  
Marcia Dietrich, CSD School Board  
Shawn Carlson, Principal CHRHS  
Paul Russo, Principal LCS  
Heather Wyman, Appleton School Board  
Mike Douglas, Hope School Board  
Jaime Stone, Principal CRMS  
Chris Walker-Spencer, Principal CRES  
Deb McIntyre, Asst. Superintendent CSD  
Jeremy Marks, Director of Guidance CHRHS

Minutes

- 1. Call to Order**
- 2. Introductions**
- 3. Adjustments to Agenda** – Discussion around the purpose of the committee, appropriate membership and historical information. Committee has not been in place for the past few years. Specific legislation directs us to have this committee in place. Discussion around the agenda items and appropriateness of these specific items in regards to the charge of the committee and its work. LCS board is currently not interested in being a member of the Five Town Advisory Committee, but that may change. Questions in regards to the curriculum work and how in the past, five days of the Asst. Superintendents time was paid for by Union 69 in order to support this collaborative work. Union 69 concluded that funds were not being well utilized and decided not to allocate the resources in the 2018-19 budget. Maria recommended that these days/funds be reconsidered, as it is a good mechanism to ensure curriculum collaboration and alignment between the Five Town Schools.
- 4. Foreign Language Placement Testing** – Heather wanted to know how students are assigned to a specific language course as they enter the 9<sup>th</sup> grade. 8<sup>th</sup> grade teachers make these recommendations based on the course descriptions and their knowledge of the ability of the student. This is true for all schools. Communication about getting into the appropriate language level is not clear. The curriculum is aligned to the national standards. This resulted from a multi-

- year Five Town group working on aligning Spanish curricula. Any school that wants to better align their curriculum to the high school is encouraged to reach out (High School: Department Head: Jill Cote or reach out to Shawn Carlson and he will make the appropriate connections for the high school).
5. Communication Structures for Transition to CHRHS – Jeremy spoke about the transition process from visiting each school as a joint process with the sending school counselors. In addition, guidance counselors at the HAL schools work closely with students to help them with the sign-up process. All of the incoming 9<sup>th</sup> graders attend Kieve together as well as a May follow-up at the State Park, where students get to interact with their homeroom classmates. High School guidance is planning on having a presence this year at this event.
  6. Grading Transition from Standards Based to Traditional Percentage – this is an ongoing transition – all incoming 9<sup>th</sup> graders from all of our schools experience this transition. Anticipate very little community support for moving the high school to a 1-4 scale. Focus needs to be on consistent assessment practices.
  7. Proficiency Based Diploma Plan Update – There was significant collaboration, in the past five years, to align K-12 curriculum standards. At this point, we are waiting for further rulemaking on Chpt. 134. Moving forward with the 4 C’s, teachers building courses and assessments aligned to standards, reporting will be meeting or not meeting and the transcript will continue to be traditional except for the inclusion of meeting or not meeting standards.
  8. Future Agenda Items
    - a. Curriculum Alignment Process
    - b. Assessment Practices
    - c. Ways to Communicate to All Stakeholders
  9. Adjourn

**Future Meeting Dates:**

Five Town Administrators	March 13	9:00 – 12:00	CHRHS
*Five Town Advisory Committee	May 2	1:30 – 3:00	CHRHS

\*Five Town Advisory Committee is comprised of a board member from each board, an administrator from the superintendent’s office from each district, 1 building administrator from each district and others as needed.