

Membership Present:

L. Berger, T. Forti, B. K. Gamage, N. Guyer, D. Johanson, J. Lucarelli, W. Pearce, A. Riley, L. Schooley.
Other - S. Vaitones

The outcomes for this meeting included the following:

Summary of Meeting Outcomes:

1. This meeting began with a review of the agenda and no adjustments were requested. In terms of general updates and sharing, the following points were highlighted:
 - An update was provided on the special school board meeting that was held on Monday, March 28th. At this meeting Principals Schooley & Forti presented the Program of Studies (POS) that has been successfully formulated for Oceanside High School. Supt. Lucarelli also presented the evaluation plan that TAG has developed to quantify and monitor program effectiveness over time. Both components of this presentation were well received with appreciative acknowledgements noted from attending school board members.
 - Supt. Lucarelli confirmed planning and moving arrangements for teachers who will be relocating within the 8-12 configuration and noted that budget provisions for 2011-2012 have been earmarked to support this work.
2. Superintendent Lucarelli led a review and discussion of the remaining or continuing benchmarks contained within Phase II of the Continuing Work Plan as this project now enters Phase III. Benchmarks that were highlighted in this review included:
 - 2N – Technology Needs Report. RSU 13 Business Manager, Scott Vaitones attend this meeting and reported that a full assessment of educational technology has been completed and a work plan established to address identified needs – primarily at Oceanside East. Summer maintenance projects will provide for the installation of needed laptop storage and charging stations, and provisions have been put into place to increase band-width capacity and software access prior to the opening of school. It was noted that this benchmark should be marked as 'completed.'
 - 2K – Formation of NEASC Steering Committee. This committee has been formed and has begun to meet regularly to plan and pursue accreditation activities.

David Johanson and Tom Forti brought a request from the Steering Committee to the TAG membership to consider assisting in the drafting of a guiding document stating the Core Values, Beliefs, and Learning Expectations for Oceanside High School. This one of the first steps in the NEASC self-study process and it was suggested that TAG is well positioned to contribute to this effort. TAG membership present agreed to become the foundation for this ad hoc committee, and a special meeting to begin this process was confirmed for Monday, May 16th, 3:00 PM at the McLain Building. This meeting will serve to provide basic information, materials, and model statements from other schools. It was further determined that the June TAG meeting (June 6th) will be fully devoted to continuing this work. At the June TAG/ad hoc committee meeting an additional work session will be confirmed – anticipated to be the morning of June 20th. TAG membership will be joined in this effort by two additional parents, four student representatives, two additional faculty members, and one additional school board member. The goal is to complete an initial draft of this visioning document by mid-summer.

- 2L – Student Activities. Principals Forti & Schooley reported that both campuses recently held an Open House @ OHS-W, and a Parents' Night @ OHS-E. Both of these events were well attended with over 300 participants for the OHS-W Open House. OHS-W also recently hosted a joint campus dance on April 29th and will also host a 'Step-Up Dance' for transitioning middle school students on May 13th. Future events being planned include day long transition programming for in-coming 8th graders at the YMCA Camp, and two days of transition and team building activities for in-coming 9th graders at Camp Kieve later this spring.
3. Superintendent Lucarelli led a review and discussion of the initial benchmarks contained within Phase III of the Continuing Work Plan. The following benchmarks were considered, and TAG group members offered questions and suggestions for altering timelines, clarifying those responsible for actions, or modifying intended procedures. Benchmarks that were highlighted in this review included:

- 3C – Unified Grading. L. Schooley reiterated that this benchmark has been scaled back for the near term. A grading committee with representatives from both campuses continues to meet and work together with the goal of producing a unified grading guide that will be piloted at Oceanside West in 2011-2012. This will deal with a unified grading scale, the treatment of 'extra credit,' grading weights for homework, etc.

Principal Schooley also presented a three year proposal for transitioning to standards based grading. This process involves a sequential process for creating unified learning targets, drafting syllabi/unit plans linked to established learning targets, and the adoption of common assessments. A final step in the process will be to determine a grading/reporting system. Discussions will continue regarding making a district-wide commitment to this endeavor and potential coordination with NEASC efforts.

- 3D – Instructional Day Schedules. Principal Schooley noted that Oceanside West will maintain a day-to-day schedule consisting of seven periods. Logistical issues related to scheduling lunch periods are still in the process of being resolved. Oceanside East will maintain the rotating schedule currently in place. It was noted that this benchmark should be marked as 'completed.'
- 3E – Counselors Advisory Recommendations. Principal Forti noted that he and Principal Schooley have accepted the recommendation to maintain co-valedictorians & salutatorians for the 2011-2012 school year. Recommendations are forthcoming regarding a two to three year phase in plan for class standing procedures and transitioning to a unified system.

The initiation of a special committee to reformulate graduation practices will begin in September of 2011. The charge to this committee will be to audit historical practices of the existing high schools and propose graduation procedures for the spring of 2012 that would blend the old with the new and provide opportunities for the establishment of practices unique to Oceanside HS.

- 3F – Student Handbook. Work is progressing and will be completed before the conclusion of this school year. This unified 8-12 document will be made available via download to student laptops.
- 3G – Spring Writing Assessment. N. Guyer reported that this assessment process is progressing as planned and pre/post assessments have been expanded to include grades 10 & 11 this year. All faculty will convene to collaboratively score student writing on May 13th.

These benchmark progress notes will be included in the 05-02-11 update of the continuing work plan. This updated plan will be posted on the website later in early May.

4. N. Guyer presented and explained a draft professional development plan for the summer of 2011 intended to support 8-12 program development in the areas of accreditation, securing effective teaming practices, unifying common grading norms and practices, improved literacy instruction, increasing effective strategies for literacy interventions, and general curriculum coordination and program development. The TAG membership discussed and endorsed this draft plan noting that significant budgetary resources are being earmarked to support this critical and necessary work. In light of TAG Work Plan Benchmark 3C (Unified Grading), it was also recommended that PD Plan Objective # 8 highlight the identification of 'learning targets within curriculum coordination efforts. The full draft PD plan appears as an email addendum to this meeting summary and will continue to be updated with more specific details in the weeks to come.
5. Superintendent Lucarelli led a discussion to solicit suggestions regarding the future role of TAG once Phase 4 of the existing work plan is completed and Oceanside High School is successfully launched. General recommendations emerging from this discussion suggest consideration of:
 - Holding a final TAG meeting early on in the new school year to review summer accomplishments, complete a final walk through of the work plan, and reflect on the process. And, at that time;
 - Consider dissolving TAG as a standing committee and creating a new entity with the charge for progress monitoring the 8-12 program via the adopted evaluation plan - and reporting to the RSU 13 School Board at scheduled times. This new entity may also serve as an advisory group and sounding board for issues that may arise as program development continues.
6. The TAG membership confirmed the following meeting schedule:
 - Ad hock NEASC work committee, May 16th, 3:00 – 5:00 PM, McLain Board Room
 - TAG meeting & continuation of ad hock NEASC work – June 6th, 3:00 – 5:00 PM, McLain Board Room.
 - Possible – Ad hock NEASC work committee, June 20th, 9:00 AM – 12:00 PM, McLain Board Room (to be confirmed at our June 6th meeting)

This meeting was adjourned by Superintendent Lucarelli at 5:00 PM.