



Menlo Park Academy Governing Board

Program Excellence Committee Meeting

Date and Time

Wednesday April 25, 2018 at 6:00 PM EDT

Location

Menlo Park Academy

OUR MISSION: Menlo Park Academy is a public school that develops the potential of gifted learners through an exemplary program of rewarding experiences that nurtures the whole child.

Agenda

I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Minutes

II. Program Excellence

Program Excellence

III. Assurance Reports

A. Review of KRA's

Using the KRA's, committee will discuss the format for assurance reports of those things charged to the committee. The KRA/Assurance Chart is attached. The comments in red were added for this meeting.

IV. Schedule

A. Review of Trimester 3 Middle School and Encore Schedule

In order to not only review the status of the current schedule but to also determine staff needs for 2019-2020, the attached form needs to be completed to provide the committee with adequate information about the current schedule. A discussion needs to be had about the parameters of our scheduling and what changes would enhance scheduling for next year.

V. Curriculum

A. 7th and 8th Grade Science Curriculum

It has come to the attention of the Board that all 8th grade students have Biology this year. The change in curriculum seemed to have been done by the Middle School team in spring (2017) before Stacy took the position as director. The result of this meant that there was no longer a rotational curriculum model thereby eliminating the possibility of mixed aged groupings.

VI. Supporting Social and Emotional Development

A. Information and Data About Student "Discipline"

Just as our academic program is based on student instructional need so too should our programs and activities that support social and emotional development be based on documented need of our students. To do this, data showing trends and patterns of behavior is needed.

For example, we need to be able to answer these questions.

How many different children were referred for behavior issues?

How many were males, females?

How many per grade/age level?

How many on IEP's

How many on 504's

How many referrals per teacher?

How many lunch detentions resulted?

How many and what other consequences including suspensions?

VII. PEC Processes

A. PEC Review Form

Please find an attached form that will be used to track those items that are brought to PEC for review before going to the board.

B. Additional Meeting Times

We need to schedule some additional meeting times to light of items still in need of discussion.

VIII. Other Business

IX. Substitutes

A. Securing Subs

Discussion of the status of need for substitutes and how they are secured>

X. Closing Items

A. Adjourn Meeting