APPROVED

Menlo Park Academy Governing Board

Minutes

Program Excellence Committee Meeting

Date and Time
Tuesday January 12, 2016 at 5:00 PM

Location
MPA Conference Room

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.

Committee Members Present
Beverley Veccia, Doug Thompson, Suzanne McFarland, Teri Harrison

Committee Members Absent
Tammi Belko, Tom Creamer

Committee Members who arrived after the meeting opened
Teri Harrison

Committee Members who left before the meeting adjourned
Doug Thompson, Teri Harrison

Guests Present
Cathy Aldrich

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Suzanne McFarland called a meeting of the Program Excellence Committee of Menlo Park Academy Governing Board to order on Tuesday Jan 12, 2016 at 5:20 PM.

C. Approve Minutes

Cathy Aldrich made a motion to approve minutes from the Program Excellence Committee Meeting on 11-03-15 Program Excellence Committee Meeting on 11-03-15. Doug Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Program Excellence

A. Addition of Ninth Grade

S. McFarland has been speaking with the Sponsor about the addition of Ninth Grade. J. Kennedy to get S. McFarland a spread sheet/list of numbers of students attending which area high schools. Recommendation from PEC needed for adding Ninth Grade before taking to the Board. B. Veccia spoke with MS teachers: teachers report that cannot add a grade level without adding additional teachers and additional space. Admin looking at a few additional different courses. Discussed options for implementation, i.e. post-secondary, online courses, AP courses and licensure for staff. How many vs. cost of teaching.Also some discussion on gifted pre-school. Discussed possiblity of "baby-stepping" or laying groundwork for possible addition of Ninth Grade. B. Veccia will survey current Middle School parents to determine interest and desired outcome. T. Harrison reported that some high schools have difficulty giving courses for our advanced kids. Suggestion to begin HS path planning beginning in 6th grade. Also suggestion to find out where current 8th graders are going to HS and what credits/classes transfer or are offered. D. Thompson will visit area high schools and investigate their paths and requirements.

B. Educational Program KRA's

Review of PEC Goals under KRA document in Institutional Advancement. Discussed reporting templates.Discussion of Singapore Math and affecting of ability groups under G2.2 goal. Also discussed rotating curriculum. How these inform testing that is chosen. Singapore Math curriculum will be discussed at a future meeting with focus on alignment of instruction to testing prior to end of current school year. Program Survey will be complete by May 30, 2016. S. McFarland needs input on what to include and purposes of survey. S. McFarland will ask in her report to the Board Meeting on 1/21 for input from Board and Committee Chairs on what they want from such a survey. Also, the Operations Review may direct the survey focus.

C.

Communications PEC/Staff

Discussion of Communications Plans, something written that says where to go to ask for what. T. Harrison reported that this is what DCRC is working on developing. Governance is developing communications/templates for committees and Board. PEC will revisit if needed.
Teri Harrison arrived.

III. Discuss Plan for Working with Low Income Students and Families

A. Phase 1

S. McFarland reported that an CCDJFS rep to talk about low income students and achievement. S. McFarland asked J. Matsko to compile a list of community leaders to meet with in new school neighborhood. S. McFarland will work on a survey to evaluate culture of the school; also discussed assessments to help staff to integrate diversity into the curriculum. Need to look at educating students about other cultures and religions and how to work into the Menlo experience. B. Veccia and D. Thompson to review materials about anit-bias in the curriculum and see how we can utilize it.

B. Test Results

Questions about trends or bumps in test data from November and about difficulties with coding of data in EMIS as it relates to Value Add. B.Veccia reported on coding the students in line with current accelerations/identifications based on current data. PEC will want summary of data and analysis of that data and any recommendations to address any anomalies. Admin can identify trends, etc and work with TBT teams to assist with recommendations and analysis. Discussion of best testing tools to assess above grade level. B. Veccia and D. Thompson to research make recommendations for testing to PEC at the next PEC meeting. Discussion of Singapore Math and pacing and its impact on testing and curriculum; B. Veccia and D. Thompson will report back to PEC on findings. Good communications with parents/community about testing and curriculum.

IV. Other Business

A. CSU

B. Veccia reported that we have 13 registered for the cohort here at MPA. Dr. Winkler invited other possible attendees. Discussion of benefit of discount.
Teri Harrison left.
Doug Thompson left.

V. Closing Items

A. Adjourn Meeting

Tom Creamer made a motion to adjourn the meeting.

Cathy Aldrich seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Cathy Aldrich