**SCC Meeting Minutes**

**February 7, 2011**

**PRHS Library**

Present: Pam Harland, Maryanna Swanson, Carol Lurie, Jordan Brownstein, Kate Brownstein, Deborah Brownstein, Matt Sanborn, Julie Fogarty, Judi D’Aleo, Carolyn Varin, Mary Donovan, Ryan Amtmann, Casey Brough, Bruce Parsons, Peter Gulick, Bob Price, Beth Harrington, Barbara Noyes

* Meeting minutes from the Jan. 3rd meeting were approved.
* Bob Price described the rest of the process for getting the core values, beliefs about learning, learning expectations, and school-wide rubrics approved and implemented.
	+ March 22nd- 2 hr. delay In-Service: all faculty will meet with their NEASC committees and begin reviewing rubrics.
	+ April: core values, beliefs about learning, expectations, and school-wide rubrics will be approved by the faculty.
	+ May school board meeting: core values, beliefs about learning, expectations, and school-wide rubrics will be presented to the school board.
	+ June: core values, beliefs about learning, expectations, and school-wide rubrics will be implemented (printed in handbooks, publicized on the website, handed out to teachers for immediate use.)
* Everyone on the committee received a document from the NEASC User’s Guide for review: “Learning Expectations: Ensure Responsibility for Each Expectation Is Assumed by Departments/Teams/Content Areas.” We also shared copies of report cards from Newfound and Pembroke.
	+ Bob explained that one part of this process is providing students with feedback on how they are meeting the school-wide expectations. One vehicle for communicating this information is a report card.
	+ Several parents pointed out that the Pembroke example was too complicated while the Newfound example was too simple.
	+ Parents wanted to know if this detailed and complicated information appears on a student’s transcript. Bob believes that only a final grade appears on a transcript. Peter concurred.
	+ Ryan asked how departments will be assigned to each expectation. Bob said that he will first take input from the departments, but if there are holes he will assign specific expectations to specific departments.
	+ Beth expressed her concern for objective grading and how we will keep track of what department is covering what expectation. Bob explained that the faculty will use rubrics (for subjective grading) and that we will keep track of department responsibilities in a grid much like the one provided in the NEASC document.
	+ Julie asked how often we have to report individual student progress. Bruce said that is up to individual schools. Julie suggested only reporting twice per year (midterms and final year report cards rather than quarterly).
* Bob asked the Committee to think about the future and what information or data are we going to want in order to review this entire process.
	+ For instance, Bob said that we will want to ask teachers: Are the rubrics working for your class? What needs to be changed on the rubrics themselves?
* We decided to think about that last item and report back at our next meeting.
* Next meeting date is Monday April 4, 2011