Minutes, CSI Local Assessment Meeting Mon. March 12, 2012

Present: Ms. Daniels, Ms. Hudson, Mr. Carver, Ms. Rabine, Ms. Fulford, Ms. C. Russell, Ms. Murakoshi, Ms. Simmer, Ms. Corr, and students Ron Visita and Maria Ricafrente.

Mr. Mood opened the meeting explaining the plan for Monday the 19th. Dr. Lutrey will come on Friday to meet with as many people as she can in preparation for the workshop next Monday.

Mr. Mood said that we need to look at past tests. He mentioned that the test could be as long as 50 items, but that we should stay with reading and writing as a goal for the time being. He said that students were indicating an understanding of the rubric and the word wall, but that by 2014 we should look at a math goal.

Ms. Rabine mentioned that questions can be pulled from English language arts and social studies for the local assessment; that we should look for standards where we are low. Mr. Mood said that vocabulary is lowest. He also said that we can divide the assessment into subgroups that can be done in 15-20 minutes. Although it had been anticipated that the Yokota assessment could be used as a template, it turns out that it can't be tied to any of our standards. Mr. Carver said that if we can find the weak areas and tie to Exam View and the PSAT, we still have to be sure it will help students.

Ms. Catherine Russell proposed using the 100 words from SAT in seminar somehow.

Mr. Carver reported that he asked Dr. Debus to help us tie our test results to standards. Todd and Lee tried to create the questions, but it wasn't possible.

Mr. Mood and Ms. Rabine say that doing this assessment will help us "triangulate" data. Todd wants to bring in an ISS from each department to bolster our performance. We need to enlist the services of the ISSs to help.

Mr. Carver said that if we build a local assessment, everybody will use it. Terra Nova only assesses four areas, but it gives us data than we can extrapolate to other areas.

Mr. Mood would like to have this assessment ready by early April. Mr. Carver daid that the date depends on what the district can do. All agreed that the assessment needs to be developed before spring break so that the local assessment can be given right after spring break.

The meeting with Dr. Debus, Mr. Ruby, Ms. Corey, Ms. McDonald, and Caroline will be on Mar. 27th, with a full day devoted to the effort.

Mr. Mood would like at least two more seminar releases for meetings of CSI committee and hinted that its duty would go beyond the local assessment; areas mentioned included data, climate, and comprehensive professional program.

Ms. Rabine pointed out that we could benefit from a professional develop steering committee and asked whether we have a system of documenting professional development. Ms. Murakoshi would like to see a computerized system of tracking. Mr. Mood wants us to determine what type of professional development we should have. There won't be a "do" list other than the three action plans. Mr. Carver asked whether we want to do it by department or as a whole faculty? Mr. Mood talked about formative assessments. Departments should decide what they want to work on.

Mr. Mood said that we should give faculty-to-faculty training during faculty meetings. Mr. Mood (?) said something to the effect that "we did these actions as an interpretation of what we thought QAR wanted us to develop."

Ms. Murakoshi wanted to know whether sharing knowledge from college courses could get us professional development credit under the 6-for-6 plan.

Mr. Mood has recommended bringing the entire faculty back at least two ideas, saying that the idea has "moved up two or three levels" already.

Ms. Rabine will finish her part of the educational technology needs assessment to share and see how other departments can add their own needs assessment.

--notes by L.J. Corr