

CAC ELA Sub-committee Meeting
Minutes from December 15, 2014

Attendees: Marybeth Slane (DO), Kristy Toups (CCE), Rita Post (EES), Heather Tobler (RRC), Jeanne Ostrand (CCE), Dawn Campbell (EES), Sue Moore (WTH), Heidi Torres (MES)

Writing Prompt Discussion:

Rita shared the information from various schools on when and how many times the writing prompt is given at each grade level, including the genre. There is no standard number of times a writing prompt is given at any grade level. Each school/grade level decides what prompt to give, when to give it and how many times a writing prompt is given.

Dawn Campbell shared that the SBAC writing prompts are tied to a reading passage and done on the computer with students having to do the planning and writing on the computer.

There was discussion on typing skills, typing tools, programs, Step-up to Writing.

- Typingweb.com
- Google docs

The committee agreed that a plan should be developed and shared with Principals to be shared with Leadership Teams. The committee would ask for input on the plan to bring back to CAC.

The committee agreed to recommend to the At Large CAC that writing prompts be standardized across the district and grade levels as to how many times it is given, what prompts to use and who will score them. We agreed that the prompts should be tied to the current genres in the framework and the teacher manuals.

Teacher Handbooks contain writing prompts and rubrics along with other information. These should be shared at PLCs at school sites.

ELA/ELD Framework Roll out:

Rita and Marybeth shared information from the ELA/ELD Roll-out conference. Rita brought samples of the ELD Grade Level Framework books that Marybeth provided to all Principals. Teachers should ask their Principals to print one for each teacher.

The ELA Sub-committee agrees that Professional Development should be offered after school to teachers who are interested. Rita will put in a request for 4 one and one-half hour after school Professional Development sessions

Each member of the committee agreed to read the introduction along with Chapters 1, 2 and 3 before our next meeting on January 26th to help develop the professional development series.