



ANNE ARUNDEL  
COUNTY PUBLIC SCHOOLS

**Team ASI and TAAAC Elementary Teacher Advisory Council  
Agenda**

Date: November 21, 2019

Time 5:00-6:00

Place: TAAAC Office

<b>Topic/Item</b>	<b>Time Allocated</b>	<b>Topic Leader</b>	<b>Objective</b>
<b>1. Welcome</b>	5:00 – 5:05PM	Russell Leone	Communication
<b>2. Report Cards – drop down menus</b>	5:05 - 5:15PM	Maureen McMahon	Information and Discussion
<b>3. ESOL students - grading</b>	5:15 – 5:20PM	Michele Batten	Information and Discussion
<b>4. Certificate Bound Special Education Students</b>	5:20 – 5:30PM	Michele Batten	Information and Discussion
<b>5. Errors in Elementary Assessments</b>	5:30 – 5:35PM	Michele Batten	Information and Discussion
<b>6. Science Benchmarks</b>	5:35 – 5:40PM	Michele Batten	Information and Discussion
<b>7. Pre-K Teachers without aides</b>	5:40 – 5:45PM	Dawn Lucarelli	Information and Discussion
<b>8. Pre-K Gradebook</b>	5:45 – 5:50PM	Michele Batten	Information and Discussion
<b>9. Safe School Training Videos</b>	5:50 – 5:55PM	Maureen McMahon	Information and Discussion
<b>10. For the Good of the Order</b>	5:55 – 6:00PM	All	Communication

**Next meeting: Thursday, December 19, 2019**

**ASI and TAAAC Elementary Teachers' Advisory Council**  
**November 21, 2019**  
**5:00 to 6:00 p.m.**  
**TAAAC Offices**

**Attendees:** Maureen McMahon, Michele Batten, Dawn Lucarelli, Mary Tillar, Russell Leone, Christina Baker, Richard Benfer, Carol Cox, and Rebecca Huber.

**Pre-K Teachers:**

- Members discussed breaks for teaching assistants and class coverage. Due to schedules, Pre-K teachers do not have teaching assistants at specific times which leaves the Pre-K teacher alone.
- A school's daily schedule can be challenging to work around. Teachers should let the school administrator and/or department lead know when there are scheduling issues so that the schedule can take into consideration and plan around staffing needs.
- It was noted that a training session for Pre-K principals that provides direction on scheduling would be helpful.

**Pre-K Gradebook, February 2020 grades:**

- Ms. Batten will create a FAQ sheet in follow up to teacher questions about the revised Pre-K gradebook.
- Progress Reports are distributed at the end of marking periods 2 and 4, interim reports are optional for marking periods 1 and 3. It was suggested to survey teachers for interim reports.

**Report Cards – Performance Matters:**

- Specific teacher questions were addressed:
  - How can teachers see or retrieve previously typed comments on the report card?
    - If they switch their Reporting Term to a previous value (e.g. change Q2 back to Q1) they can either hover over or double click the comment flag (blue C) and it will show them the comment for that period.
  - Is it possible to change the default for Grades 1-5 from Periods to Quarters? Is it possible to change the default for Pre-K and K from Quarters to Periods?
    - Unfortunately, not. The reporting terms are school specific, not grade or class specific, so each teacher in a school will see all available reporting terms in the dropdown.
  - Can a right click be added so that a grade can reflect a “redo?”
    - Teachers can attach a comment to the assignment GRADE that says ‘Redo.’ This will then show a comment flag (blue D) on the screen in the gradebook and the parent will see the comment in the Parent Portal.
- PowerSchool Teacher Directions (attached) - The directions specifically outline the changes from previous years for our experienced teachers that have used the gradebook in the past, and with regard to reporting terms (due to the expanded use by our PK/K teachers), and how comments, reading level codes and expected student behaviors are entered. A link to this document was available on the End of Marking Period memo that was sent to all administrators and grading secretaries in school buildings.
- Comments will be available in Spanish as of the next marking period.

**ESOL - Grading Students:**

- The Office of Instruction for ELA learners provides guidance on how to consider proficiency levels; however, grading decisions are ultimately the purview of the classroom teacher. For guidance on English Learner Grading, review the grading instructions here:  
<https://intranet.aacps.org/Dept/Instruction/ELA/EL%20Grading%20Guidance%202019.pdf> This document parallels the assessment manual, and refers to the AACPS district grading policy. It also integrates information about accommodations and instructional modifications.
- There is an increase in the number of ELL/ELA students this year. There are 25 new ELA positions, but need for bilingual TAs in Pre-K as well.

### **Certificate Bound Special Education Students:**

- Special education students within the general student population are held to the same grading standards.
- Students identified as certificate bound students receive the alternative curriculum.
- The decision for a student to pursue a certificate versus a diploma is determined by the parent and discussed during the IEP meeting in grade three. IEP meetings for eight-year-old students are complex. Discussion ensued about the dynamics of making this decision as such an early age.
- It was noted that AACPS has very good special education resource teachers on staff. Please contact either Coordinator, Pam Courson or Diane McGowan, with additional questions.

### **Errors in Elementary Assessments:**

- Grade 3, 4, and 5 assessments are correct.
- In follow up to a comment about errors on the Grade 2 Math assessment, teachers are reminded to go to Blackboard to download the corrected Grade 2 Math assessment and not to reuse a past copy of the assessment.

### **Science Benchmarks – Performance Matters:**

- Science benchmarks are required in the first quarter for Grades 3-5.
- Teachers are reporting that the 4<sup>th</sup> grade science benchmarks are challenging. There is need for standardization and prioritization around the content standards in terms of which indicators must be achieved.
- Grade 8 MISA reports that lack of science instruction at the elementary school level impacts student's knowledge of science skills.
- Next year, Grade 8 students will be assessed in Social Studies.
- It was confirmed that the weight of one state assessment cannot count for more than 0.05% of the student's grade.

### **Safe School Training Videos:**

- It was brought to the group's attention that completed notifications are dropping off.
- AACPS Safe School link: <https://aacps-md.safeschools.com/login>

### **For the Good of the Order:**

- In order to lessen the demand for substitutes, professional development has been paused for December 2019. Evening PDs may be held, and PD tied to specific grant obligations will continue to be held. Field trips should not be cancelled. PD offerings will be re-evaluated every two months.
- Members discussed CSEFEL training required by schools in cohort 2. Schools should contact Ms. Batten if they have trouble finding substitutes for teachers in cohort 3.
- Noted - Part-time faculty missed the opportunity to participate in the December 5 system-wide unity event.

**Next meeting:** December 19, 2019

*Respectfully submitted by Christina Hardy*