

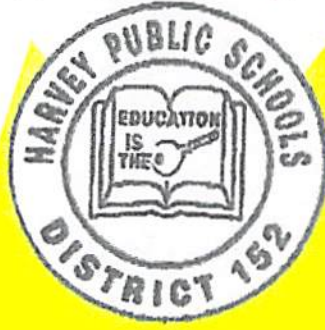
HARVEY SCHOOL DISTRICT 152 LITERACY/CURRICULUM MEETING

NOTES TAKEN BY: J MILLER – The meeting was called to order at 3:10 pm and adjourned at 4:40pm.

In attendance: Mrs. Miller, G. Johnson, J Rogers, All Building Principals, Dr. Jones and Dr. Adams.

AGENDA TOPICS 02-11-15

- Ms. Bolten discussed the 2015 Back to School Parade, which will be held on August 15th. This is the 30th year anniversary. She asked each Principal to choose 1 person to sit on the committee. She is working with partners now to ensure that we have the same support as we have in the past.
- Upcoming Events
 - Mrs. Rogers discussed the Cancer Relay for Life Event that occurs on June 27th at Thornton HS. She gave the history of the program and discussed the need for more participants. She asked that each school send a team, if possible. Dr. Adams asked that Mrs. Miller put together a team for Central Office, as well.
 - The Black History Month program will be held on Thursday, February 26th. Mrs. Miller handed out fliers to distribute to students. Mrs. Rogers asked Dr. Adams for a flyer with all of the Black History school program dates to distribute to Board members.
 - The District Math Bowl will be held on March 6th at Brooks, during the day. Mrs. Miller discussed the specifics of the bowl (team make-up, participation, Regional requirements, etc) and gave a permission slip for Principals to give to their participating students.
 - Mrs. Miller discussed an upcoming PARCC Saturday School follow up for teachers that was scheduled on Feb. 13th. Dr. Adams wants to postpone the session, due to the number of participants to look at possible other dates.
- PARCC
 - Mrs. Miller gave a detailed update on the PARCC test, emphasizing the need for all Principals to become familiar with the test sites and making sure that their staff members are familiar as well. All principals are asked to use the next upcoming School Improvement Day (Feb. 18th) to review the Test Administrator Webinar with all test administrators and Proctors. PARCC and DLM requirements and preparation were discussed in detail, with Mrs. Miller explaining the tedious process needed to ensure proper set up.
- Good of the Order
 - Mrs. Miller reminded Principals of the last date for observations – Feb. 27th for certified staff (teachers, reading coaches, social workers, psychologists, case managers, etc.) and March 15th for support staff.
 - Mrs. Thomas shared that she is using her GSU funds to set up workshops with parents about common core mathematics. She will share information once it is finalized.
 - Dr. Adams recognized Mrs. Miller for completing and being awarded the FY2015 School District Library Program Grant on behalf of the district. Our district is one of 669 public school districts that received funds.



Save the Date

HARVEY PUBLIC SCHOOLS, DISTRICT 152

BACK-TO-SCHOOL & FAIR

**"30TH ANNIVERSARY
CELEBRATION"**

AUGUST 15, 2015

**Prepare to celebrate in GRAND
style!**

Sign up to be a part of history!

Committee Members will:

- Create the "BUZZ" for your school community
- Keep the community aware of the event
- Rally performance groups from our school or community to represent your school
- Report any information back to the committee

Sign up for the Parade Committee at your front desk or call Ms. Bolton for details!

Black History Celebration

Sponsored by: Title 1-NCLB

Parent Coordinators

Gwendolyn Brooks Middle School

Thursday, February 26, 2015

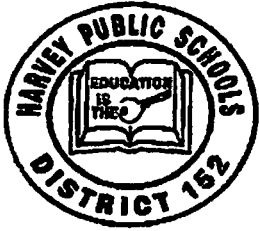
6:00 pm



ROOTED in the past,
GROWING toward the future!

Dr. Denean Adams, Superintendent

Harvey School District 152



HARVEY PUBLIC SCHOOLS DISTRICT 152
Department of Teaching and Learning
"It's All About the Children!"

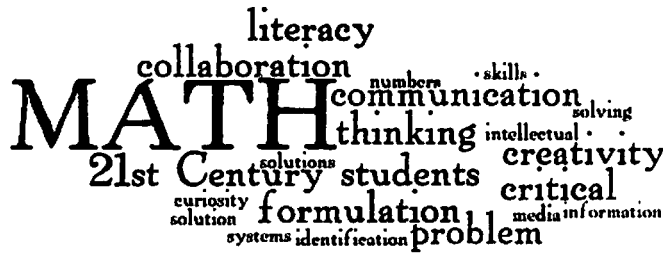
DISTRICT ADMINISTRATION

Dr. Denean Adams
Superintendent of Schools
Dr. Kevin J. Nohelty
*Assistant Superintendent of
Business Operations &
Human Relations*
Johnnetta Miller
*Director of Teaching
& Learning*
Dr. Sophia Jones-Redmond
*Director of
Special Services*
Kreatha Lewis
*Director of Buildings
& Grounds*

BOARD OF EDUCATION

Janet Rogers
President
Gloria Johnson
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Betty Jo Johnson
Secretary
Linda Hawkins
Member
Dr. Kisha McCaskill
Member
George Robinson
Member
Tyrone Rogers
Member

District Math Bowl



***Your child has been chosen to represent
their school at the Harvey SD #152 Math Bowl!
The district bowl will be held at Brooks Middle
School, during the day, on March 5th. Please sign
below if your child has permission participate.***

My child _____
has permission to participate in the Math Bowl. I understand that
transportation will be provided from their school to the middle school.
I also understand that my child must arrive to school on time, in order
to catch the bus.

Parent Name (printed): _____

Parent Name (signed): _____

Phone number to call in case of emergency: _____

Student School: _____

Teacher: _____



OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State

January 28, 2015

Superintendent
Harvey School District #152
16001 S Lincoln Avenue
Harvey, IL 60426-4916

Dear Superintendent:

I am pleased to inform you that your district has been awarded an FY2015 School District Library Program Grant in the amount of \$1,596.00, which was based on an FY2014 district housing count of 2128 students who receive library services from grant-eligible attendance centers. Nearly 1.4 million is being awarded this year to 669 public school districts. These districts serve nearly 1.7 million students. The per-pupil rate this year is \$0.75 per student.

These grant funds must be encumbered by June 30, 2016, and must be spent by August 15, 2016. These dates represent an extension for the encumbrance and expenditure of this grant award due to the state's anticipated delay in issuing the grant payments.

The School District Library Grant Program provides supplementary support for your school district's library media program, and, in doing so, enhances student learning and academics. Appropriate uses of these grant funds may include the acquisition of library materials to support reading for academics and enjoyment, library subscriptions to electronic resources, or improved technology to support student research.

As Secretary of State and State Librarian, and as someone who has worked with young people for more than 40 years, I commend you for taking advantage of this grant opportunity to improve library resources and services to benefit your students.

Sincerely,

A handwritten signature in cursive script that reads "Jesse White".

Jesse White, Secretary of State
and State Librarian

cc: Johnnetta Miller

JW:isl

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PARCC

OVERVIEW

1.0 Program Overview

1.1 Background

The Partnership for Assessment of Readiness for College and Careers (PARCC) is a consortium of states developing assessments to measure student achievement in English Language Arts (ELA)/Literacy and Mathematics based on the learning standards contained in the Common Core State Standards (CCSS) for grades 3–8 and high school. The first operational administration of PARCC is scheduled for the 2014–2015 school year.

1.2 PARCC Overview

The primary purpose of PARCC is to provide high quality assessments of students' progression toward postsecondary readiness and success.

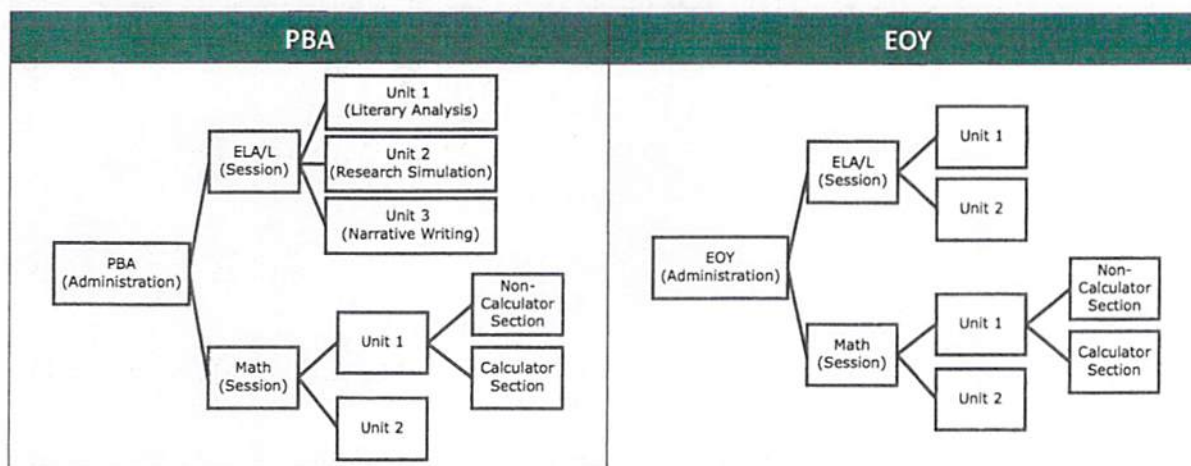
The Spring 2015 Administration of the PARCC assessment includes two separate test administration windows: the Performance-Based Assessment (PBA) and the End-of-Year (EOY), both of which will be administered in paper-based and computer-based formats. The first window will be for administration of the PBA, and the second window will be for the administration of the EOY. A student must participate in both windows for a complete PARCC score.

The PBA administration occurs after approximately 75 percent of instructional time is complete. The ELA/Literacy PBA will focus on writing effectively when analyzing text. The Mathematics PBA will focus on applying skills and concepts, and understanding multistep problems that require abstract reasoning, precision, perseverance, and strategic use of tools.

The EOY administration occurs after approximately 90 percent of instructional time is complete. For the EOY, students will demonstrate their acquired skills and knowledge by answering selected-response questions.

Each test administration is comprised of multiple units, and with certain Mathematics units there are separate sections. Below is a figure showing the different components of the PARCC assessment.

Figure 1.0 Administration Components



Note: This diagram illustrates grades 6–8 and high school.

Note: This diagram illustrates grade 7 and high school.

Types of Accessibility Features and Accommodations



ACCESSIBILITY & ACCOMMODATIONS

- ◉ The Accessibility Features and Accommodations Manual details a three-tiered process to providing access to the assessments for all students:
- ◉
- ◉ Features for All Students: Tools embedded in the computer-delivered system available to all students to use (e.g. font magnification, highlighting tool, bolding, underlining)
- ◉ Accessibility Features: Tools embedded in the computer-delivered system open to all students to use, but must be made available at the discretion of school-based educators (e.g. background/font color, answer masking)
- ◉ Accommodations: Supports for SWD and ELs that increase access while maintaining a valid and reliable score (e.g. braille form, extended time, small group testing, word-to-word native language dictionary)

SCHEDULES

⦿ Classes:

- Lab: Main testing Areas
- S44 Room: Make up room
- Read180 Room: SPED & Bilingual Room

⦿ Adhere to testing environment

- Quiet in the halls
- Signs posted
- Adhere to scheduled times

PARCC

TESTING

Please
Do Not Disturb

PARCC TESTING SCHEDULE - SCHEDULE A

	9-Mar	10-Mar	11-Mar	12-Mar	13-Mar	16-Mar	17-Mar	18-Mar	20-Mar
3A	9:10-10:40 E1		12:30-2:00 E2					9:10-10:25 E3	
3B	10:50-12:20 E1			9:10-10:40 E2				10:40-11:55 E3	
3C	9:10-10:40 E1		9:10-10:40 E2					9:10-10:25 E3	
4A	12:30-2:00 E1			10:50-12:30 E2				12:10-1:25 E3	
4B		9:10-10:40 E1		12:40-2:30 E2					
4C	12:30-2:00 E1			10:50-12:30 E2				12:10-1:25 E3	
5A		10:50-12:20 E1				9:10-11:00 E2			
5B		12:30-2:00 E1				11:10-12:50 E2			
5C		9:10-10:40 E1				9:10-11:00 E2			
6A			9:10-10:40 E1				9:10-11:00 E2		9:10-10:25 E3
6B			10:50-12:20 E1				11:10-12:50 E2		10:40-11:55 E3
6C		12:30-2:00 E1					9:10-11:00 E2		9:10-10:25 E3

	23-Mar	24-Mar	25-Mar	26-Mar	27-Mar	30-Mar	31-Mar	1-Apr	2-Apr
3A		9:10- 10:40 M1			9:10- 10:40 M2				
3B		10:50- 12:20 M1			10:50- 12:20 M2				
3C		9:10- 10:40 M1			9:10- 10:40 M2				
4A		12:30- 2:10 M1				9:10- 10:40 M2			
4B	9:10- 10:25 E3		9:10- 10:50 M1			10:50- 12:20 M2			
4C		12:30- 2:10 M1				9:10- 10:40 M2			
5A	10:40- 11:55 E3		11:00- 12:40 M1				9:10- 10:40 M2		
5B	12:10- 1:25 E3		12:50- 2:30 M1				10:50- 12:20 M2		
5C	9:10- 10:25 E3		9:10- 10:50 M1				9:10- 10:40 M2		
6A				9:10- 10:50 M1				9:10- 10:40 M2	
6B				11:00- 12:40 M1				10:50- 12:20 M2	
6C				9:10- 10:50 M1				9:10- 10:40 M2	

PARCC TESTING SCHEDULE - SCHEDULE B

	9-Mar	10-Mar	11-Mar	12-Mar	13-Mar	16-Mar	17-Mar	18-Mar	20-Mar
3A	9:10-10:40 E1			12:45-2:15 E2				9:10-10:25 E3	
3B	10:50-12:20 E1			9:10-10:40 E2				10:40-11:55 E3	
4A	12:30-2:00 E1			10:50-12:30 E2				12:10-1:25 E3	
4B		9:10-10:40 E1			9:10-11:00 E2				9:10-10:25 E3
5A		10:50-12:20 E1				9:10-11:00 E2			10:40-11:55 E3
5B		12:30-2:00 E1				11:10-12:50 E2			
6A			9:10-10:40 E1				9:10-11:00 E2		
6B			10:50-12:20 E1				11:10-12:50 E2		

	23-Mar	24-Mar	25-Mar	26-Mar	27-Mar	30-Mar	31-Mar	1-Apr	2-Apr
3A		9:10- 10:40 M1			9:10- 10:40 M2				
3B		10:50- 12:20 M1			10:50- 12:20 M2				
4A		12:30- 2:10 M1			12:30- 2:00 M2				
4B			9:10- 10:45 M1			9:10- 10:40 M2			
5A			11:00- 12:40 M1			10:50- 12:20 M2			
5B	9:10- 10:25 E3		12:50- 2:30 M1			12:30- 2:00 M2			
6A	10:40- 11:55 E3			9:10- 10:45 M1			9:10- 10:40 M2		
6B	12:10- 1:25 E3			11:00- 12:40 M1			10:50- 12:20 M2		

PARCC ASSESSMENTS

March 16, 2015 - April 2, 2015

Dates	1	2	3	4	5	6	7	8
03/09/15	Math Test 1 (80min) Wegner	Math Test 1 (80min) Wegner	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato
03/10/15	Math Test 1 (80min) Wegner	Math Test 1 (80min) Wegner	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato	Math Test 1 (80min) Lovato
03/11/15	Math Test 1 (80min) Broy	Math Test 1 (80min) Broy	Math Test 1 (80min) Drumgole	Math Test 1 (80min) Drumgole	Math Test 1 (80min) Drumgole	Math Test 1 (80min) Drumgole	Math Test 1 (80min) Drumgole	Math Test 1 (80min) Drumgole
03/11/15	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah	Math Test 1 (80min) Shah
03/12/15	Math Test 2 (70min) Lovato	Math Test 2 (70min) Lovato	Math Test 2 (70min) Wegner	Math Test 2 (70min) Wegner	Math Test 2 (70min) Wegner	Math Test 2 (70min) Wegner	Math Test 2 (70min) Wegner	Math Test 2 (70min) Wegner
03/13/15	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah	Math Test 2 (70min) Shah
03/16/15	Math Test 2 (70min) Drumgole	Math Test 2 (70min) Drumgole	Math Test 2 (70min) Broy	Math Test 2 (70min) Broy	Math Test 2 (70min) Broy	Math Test 2 (70min) Broy	Math Test 2 (70min) Broy	Math Test 2 (70min) Broy
03/17/15	Test 1 (90min) Rozler	Test 1 (90min) Rozler	Test 1 (10 min) of 3rd) Rozler	Test 1 (90min) Watkins	Test 1 (90min) Watkins	Test 1 (10min of 6th) Watkins	Test 1 (10min of 7th) Watkins	Test 1 (10min of 7th) Watkins
03/18/15	Test 1 (90min) Jackson	Test 1 (90min) Jackson	Test 1 (10min) of 3rd) Jackson	Test 1 (90min) Young	Test 1 (90min) Young	Test 1 (90min) Young	Test 1 (10min of 7th) Young	Test 1 (10min of 7th) Young
03/20/15	Test 1 (90min) Hines	Test 1 (90min) Hines	Test 1 (10 min) of 3rd) Hines	Test 1 (90min) West	Test 1 (90min) West	Test 1 (10 min) of 6th) West	Test 1 (10 min) of 6th) West	Test 1 (10 min) of 6th) West

Dates	1	2	3	4	5	6	7	8
03/23/15	Test 1 (90min) Pattick	Test 1 (90min) Pattick	Test 1 (10 min of 30) Pattick	Test 1 (90min) Martin	Test 1 (90min) Martin	Test 1 (10min of 6m) Martin		
03/24/15	Test 2 (75min) Watkins	Test 2 (75min) Watkins	Test 2 (75min) Rozler	Test 2 (75min) Rozler	Test 2 (75min) Rozler	Make-us for Pod A	Make-ups for Pod A	
03/25/15	Test 2 (75min) Young	Test 2 (75min) Young	Test 2 (75min) Jackson	Test 2 (75min) Jackson	Test 2 (75min) Jackson	Make-ups for Pod B	Make-ups for Pod B	
03/26/15	Test 2 (75min) West	Test 2 (75min) West	Test 2 (75min) Hines	Test 2 (75min) Hines	Test 2 (75min) Hines	Make-ups for Pod C	Make-ups for Pod C	
03/27/15	Test 2 (75min) Martin	Test 2 (75min) Martin	Test 2 (75min) Pattick	Test 2 (75min) Pattick	Test 2 (75min) Pattick	Make-ups Pod D	Make-ups Pod D	
03/30/15	Test 3 (60min) Rozler	Test 3 (60min) Rozler	Test 3 (60min) Watkins	Test 3 (60min) Watkins	Test 3 (60min) Watkins	Make-ups Pod A	Make-ups Pod A	
03/31/15	Test 3 (60min) Jackson	Test 3 (60min) Jackson	Test 3 (60min) Young	Test 3 (60min) Young	Test 3 (60min) Young	Make-ups Pod B	Make-ups Pod B	
04/01/15	Test 3 (60min) Hines	Test 3 (60min) Hines	Test 3 (60min) West	Test 3 (60min) West	Test 3 (60min) West	Make-ups Pod C	Make-ups Pod C	
04/01/15	Test 3 (60min) Pattick	Test 3 (60min) Pattick	Test 3 (60min) Martin	Test 3 (60min) Martin	Test 3 (60min) Martin	Make-ups Pod D	Make-ups Pod D	
04/02/15	Test 3 (60min) Pattick	Test 3 (60min) Pattick	Test 3 (60min) Martin	Test 3 (60min) Martin	Test 3 (60min) Martin	Make-ups Pod D	Make-ups Pod D	
Thursday	Test 3 (60min) Pattick	Test 3 (60min) Pattick	Test 3 (60min) Martin	Test 3 (60min) Martin	Test 3 (60min) Martin	Make-ups Pod D	Make-ups Pod D	

Math

Test 1 is the 80 min test.

Test 2 is the 70 min test.

Reading/Language Arts

Test 1 is the 90 min test.

Test 2 is the 75 min test.

Test 3 is the 60 min test.

Make-ups are provided during 6th and 7th period for students who are late to school or have not finished the assessment during their scheduled time.

Table 1.1 Unit Testing Times for Grades 3-5

PBA			
Subject and Grade	Unit	Section	Unit Testing Time (Minutes)
Mathematics Grade 3 PBA	Unit 1	Non-calculator	75
	Unit 2	Non-calculator	75
Mathematics Grade 4 PBA Mathematics Grade 5 PBA	Unit 1	Non-calculator	80
	Unit 2	Non-calculator	70
ELA/Literacy Grade 3 PBA	Unit 1 (Literary Analysis)		75
	Unit 2 (Research Simulation)		75
	Unit 3 (Narrative Writing)		60
ELA/Literacy Grade 4 PBA ELA/Literacy Grade 5 PBA	Unit 1 (Literary Analysis)		75
	Unit 2 (Research Simulation)		90
	Unit 3 (Narrative Writing)		60
EOY			
Subject and Grade	Unit	Section	Unit Testing Time (Minutes)
Mathematics Grade 3 EOY Mathematics Grade 4 EOY Mathematics Grade 5 EOY	Unit 1	Non-calculator	75
	Unit 2	Non-calculator	75
ELA/Literacy Grade 3 EOY ELA/Literacy Grade 4 EOY ELA/Literacy Grade 5 EOY	Unit 1		75

Note: Estimated Time on Task is the approximate amount of time, based on data from the field test, in which many students will complete a unit and is provided for informational purposes only. This amount of time will vary across classrooms and schools. This information is provided in the table in **Appendix F** for informational purposes only.

EOY			
Subject and Grade	Unit	Section	Unit Testing Time (Minutes)
Mathematics Grade 6 EOY	Unit 1	Non-calculator	80
	Unit 2	Calculator	75
Mathematics Grade 7 EOY	Unit 1	Non-calculator	80
		Calculator	
	Unit 2	Calculator	75
	Unit 1	Non-calculator	80
Mathematics Grade 8 EOY	Unit 2	Calculator	75
	Unit 1	Non-calculator	80
ELA/Literacy Grade 6 EOY ELA/Literacy Grade 7 EOY ELA/Literacy Grade 8 EOY	Unit 1		60
	Unit 2		60

Note: Estimated Time on Task is the approximate amount of time, based on data from the field test, in which many students will complete a unit and is provided for informational purposes only. This amount of time will vary across classrooms and schools. This information is provided in the table in Appendix F for informational purposes only.

1.5.3 Make-up Testing

Students who are not tested on the regular administration date should participate in make-up testing. Make-up tests may be scheduled for any day after the original unit as long as it falls within the testing window. Every attempt should be made to administer make-up tests to students who were absent during original test units.

If a student starts a unit and leaves the testing environment (e.g., due to illness, family emergency, natural disaster) without finishing that unit, he or she may be allowed to complete that test on a different day. If you have concerns about a student completing a unit, you should not allow the student to begin. If a student leaves during a unit, note the exact place in the test where the student stopped and the time remaining, and then contact the School Test Coordinator.

Students are not allowed to return to any portion of the test they have already viewed. They must pick up exactly where they left off. Tests will automatically resume at the exact point where a student exited. Test Administrators must closely monitor make-up testing to ensure students do not return to questions they have already answered.

The same test security and administration protocols must be in place for make-up tests as for the tests administered on the regularly scheduled days. For testing out-of-order, an additional addendum "Make-Up Testing Directions for Computer-Based Testing" will be posted to <http://avocet.pearson.com/PARCC/Home>.

MANUALS AND TRAININGS

- ◉ **Manuals & Training**
- ◉ **Manuals and training modules are used by Test Coordinators and Administrators to plan and administer the PARCC test.**

- ◉ **Manuals**
- ◉ **Contains administration procedures, policies and scripts**

- ◉ **Test Administrator Manuals**
- ◉ **The Test Administrator Manuals provide instructions necessary for the paper-based and computer-based administration of the PARCC assessment, as well as the tasks for the Test Administrator to follow before, during, and after test administration.**

- ◉ **These manuals also contain the protocols that Test Administrators and Proctors must follow related to test security and test administration. All administration instructions are contained within each script.**

<http://parcc.pearson.com/manuals-training/>

TRAINING

<https://parcc.tms.pearson.com/>

- ◉ ***Administration of Computer-Based Assessments for Test Administrators***
- ◉ Recommended Audience: Test Administrators
- ◉ Guides Test Administrators through the steps necessary to prepare for, and administer the PARCC Assessments for Computer-Based Testing.

- ◉ **PearsonAccess Next**

INFRASTRUCTURE TRIAL



- **Live practice of district - wide setup.**

REMEMBER.....

- No content area anchor charts in testing areas
- Have students bring recreational books to test area to keep occupied after testing
- Familiarize yourself (and have teachers) familiarize themselves with Pearson Access Net and Test Manuals
- Nothing should occur during testing: fire drills, trips, evacuations, etc.

SCHOOL TEST COORDINATOR RESPONSIBILITIES

- Meet with Test Administrators and Proctors to ensure that they understand PARCC policies & procedures

- Print Student Testing Tickets

- Print Seal Codes for each unit

- Monitor testing room to ensure that test administrations and security protocols

- Schedule and supervise make-up testing