

MSAD #33 Leadership Team Meeting  
For  
Learner-Centered Proficiency-Based Learning & Educator Effectiveness  
March 5, 2018 @ 3:10 p.m.

Minutes

**Team Members Present:** Lisa Bernier, Marie May Chasse, Theresa Cerceo, Ralph Fantasia, Chris Haskins, Kevin Lavoie, Larry St. Peter, Kathy Theriault, Lora Cyr, Scott Pelletier, Liza Pelletier, Charles Michaud, Vickie Deschaine, Lana Cyr (Board Member); Guest: Sharon Chasse, Christine Thamsen (Parent Rep.)

**Absent:** Oliva Gervais, Sarah Lavertu (Student representatives.)

1. Minutes of January 22, 2018 meeting reviewed and approved. 1<sup>st</sup> Scott Pelletier, 2nd. Kathy Theriault. Minutes Accepted -All in Favor.
2. Subcommittee Reports
  - a.) Informing Stakeholders regarding **Proficiency Based Learning (PBL)** -(Lisa Bernier / Ralph Fantasia): Family Guide is being worked on now and brochure work will be finalized within the next several weeks for a community meeting on April 24, 2018 at 6:30 p.m. @ DLES. A Flyer will be provided at Parent Teacher Mtg on 4/12/18 and will post on Facebook page and Alert Now phone messaging. Side Note: (Strategic Learning Block (ASL) consists of tutoring, seminars and presentations.) Slide show creation: Scott, Lisa, Theresa, Charles, Amy, Kathy and Chris will be responsible to create the slide presentation. As soon as Family Guide is complete they will meet and possibly use Google Slides.
  - b.) **Habits of Mind/Guiding Principles** - (Theresa Cerceo / Kathy Theriault): For grades 7-12 the group sought to identify the language and utilize four (4) targets: (Beginner, Advanced Beginner, Strategic Learner, Emerging Expert). We will have to prove students are meeting the targets and Guiding Principles. For the Elementary students the decision of having either Habits of Mind or Habits of Work be utilized is forthcoming. On April 2, 2018 some are attending a seminar on Guiding Principles; therefore, additional information shall be provided.
  - c.) **Graduation Standards** - (Charles Michaud/Sharon Michaud): MSAD #33 has accepted to utilize the SAD #27 Curriculum. The meeting on March 2nd at Wisdom was very useful in devising usable standards. More work is required however; thus, more time is required to be set aside to work on Standards.
  - d.) **Empower** - (Chris Haskins / Charles Michaud / Sharon Chasse): Workshops with Sharon have been very beneficial. We are seeking to do a Life Skills Curriculum for all Districts. An Empower meeting shall be held with the Empower CEO, Scott Bacon on March 27.  
Sharon will also meet with Empower leadership regarding Information inter-reliability amongst Tri-District; therefore, it is recommend that I.T. personnel are also at this meeting to assure the three district's Empower softwares integrate and communicate effectively.

e.) **Tri-District Arts and Science Committee Curriculum work** - (Sharon Chasse / Charles Michaud / Theresa Cerceo / Lora Cyr): Sharon is continuing to work with High School Teachers/Administration on Curriculum and once this is in top shape she will address the DLES staff with more intent.

f.) **Assessments** - (Theresa Cerceo): Theresa placed on hold for time being to address other curriculum issues.

g.) **Educator Effectiveness** - (Ralph Fantasia): No new information other than ironing out a few snags regarding supervisory observation setup which have since been resolved.

h.) **Curriculum** - (Charles Michaud/Sharon): Charles is requesting that Sharon Chasse is the person appointed to be the one to report ongoingly on this topic as she is the Tri-District Curriculum Coordinator and has a better pulse of what is happening globally.

i.) **Review of 2017-2018 Plan (How are we doing with PBE Action Plan?)** - (Lisa Bernier):

- Yet to discuss...
  - Honor Parts
  - Capstone Projects vs Community Project
  - Definition of a "4" in PBE.

3. **NMEC Updates:** Lisa has not attended these yet; however, she will begin to attend to get the pulse on what is going on within the collaborative.

- Upcoming workshop on Assessment Literacy by Anthony Rieble on March 23rd at Caribou Performing Arts Center.
- NMEC Website link: [nmeccpartnership.org](http://nmeccpartnership.org)

4. Feedback from **MDOE PBE** visit of May 10 with Donna Doiron & Beth Lambert (Nothing received yet!)

5. Feedback on Feb 12 day long workshop? The meeting was very positive and much work was accomplished. Looking to possibly meet with Tri-District teachers to bridge the curriculum and PLC alignment on May 7th tentative date - possible full-day workshop!

6. PBE Policy Samples for consideration

a. **Policy IKF - Graduation Requirements** (Lisa will work on this with Ralph Fantasia).  
Ralph's staff met on 3/2/18 to discuss student personal learning plan, targets required, academic Honor Roll with a separate Guiding Principles Honor Roll. If student acquires both they would obtain High Honors designation. The use of the Latin Honor parts: Cum Laude, Magna Cum Laude and Summa Cum Laude is still being debated on usage, more to come.

A question still remains if a Capstone Project will be required for graduation future standards.

b. **Policy IKD - Honor Roll Policy** (Ralph) currently working on and will provide more information at next meeting.

7. **Tri-District Plan/Part 2 of Regionalization Application Submission:** We are now in 1st place and are awaiting the 30-day participant comment period and a 30-day Commissioner review period for decision.
8. **WHS/HS Proficiency-Based Learning (PBL) Family Guide:** Currently being worked on by Charles/Theresa.
9. Next meeting: Tuesday, April 10th at SJVTC to look at powerpoint presentation for parent meeting.
10. Meeting Adjourned at 4:45 p.m.

Respectfully Submitted,

Kevin Lavoie

Kevin Lavoie  
SJVTC Director