

POLICY: 3.5 CURRICULUM AND INSTRUCTION
POLICY CATEGORY: SUPERINTENDENT LIMITATIONS
PERIOD MONITORED: March 13, 2017 – March 26, 2018
BOARD MEETING DATE: March 26, 2018

This is my monitoring report on the Board of Education's Executive Limitation policy "Curriculum and Instruction." I certify that the information contained in this report is true and complete, and presented in accordance with the routine monitoring report schedule. This report will monitor the policy starting at its more detailed prohibitions and end with the global prohibition.



Scott Korpak
Superintendent

March 26, 2018

3.5. POLICY PROHIBITION

The Superintendent shall not operate without providing information regarding performance standards to parents/guardians and students.

Interpretation:

I interpret this to mean:

1. NEOLA Policies and Administrative Guidelines are in place and updated two times a year.
2. 100% of schools distribute registration materials beginning in August. All school materials include a Student Handbook that defines expectations for students and parents/guardians, related to academics, the consequences for inappropriate behavior, and the appeal process for disciplinary measures. All students and their families who arrive after the start of the school year are provided the same information as distributed during registration.
3. 100% of schools use multiple forms of communication that provide information to students and their families about current school events, programs, extracurricular, academic and social activities, and expectations.
4. All schools maintain websites that provide academic and behavior expectations.

Data Reported:

1. The following NEOLA Policies were updated during the monitoring period:

| | | | | |
|---------|---------|---------|---------|---------|
| 168.1 | 2623 | 4121 | 5517.01 | 7540.06 |
| 1421 | 3120.04 | 4121 | 5610 | 8142 |
| 1439 | 3121 | 4139 | 5610.01 | 8300 |
| 1619 | 3121 | 4419 | 5630.01 | 8305 |
| 1619.01 | 3139 | 4419.01 | 5630.01 | 8321 |
| 1619.02 | 3142 | 4419.02 | 5830 | 8330 |
| 1919.03 | 3419 | 4419.03 | 6605 | 8340 |
| 2221 | 3419.01 | 4420 | 7540.02 | 8400 |
| 2410 | 3419.02 | 5111.01 | 7540.03 | 8500 |
| 2414 | 3419.03 | 5111.03 | 7540.04 | 8510 |
| 2461 | 3420 | 5330.02 | 7540.05 | 9700 |

2. 100% of schools distributed registration materials by the start of the 2017-18 school year. All parents/families enrolled after the start of the school year

received the same information.

3. 100% of the schools utilize multiple forms of communication to parents. Examples include:
 - Report Cards and Progress Reports (shared quarterly or at semester)
 - ParentVue (grades 5-12 and expanding into DK-4 for Transportation)
 - Weekly Folders (grades DK-4)
 - Monthly PTC meetings (grades DK-6)
 - Fall Open Houses
 - Parent Teacher Conferences (October and March)
 - Information from every school in the Northview News
 - Honeywell Instant Alert System for immediate communication (transitioning to Edulink)
 - School email distribution lists

4. 100% of schools have websites (each school has a “webmaster”).

Conclusion Statement:

The organization met expectations.

3.5.2 POLICY PROHIBITION

The Superintendent shall not operate without a quality management process which ensures continuous improvement for instruction and support in all areas of the education program.

Interpretation:

1. The K-12 curriculum utilized by Northview Public Schools is continually being developed, adjusted and applied to ensure students are proficient in the designated Priority Standards.
2. K-12 teaching resources are reviewed on a scheduled basis. That is, a minimum of one content area per year is reviewed by a committee to ensure that the materials are relevant, rigorous, and aligned to state standards.

This interpretation is reasonable as curriculum development is an ongoing process that takes focused, intentional work, and teaching resources must be reviewed to ensure that they are current and refer to the current Michigan Academic Standards.

Data Reported:

1. Teachers and principals are engaged in an intensive process of developing a

guaranteed and viable curriculum in all subject areas. The primary objective is to identify and align Priority Standards for each subject and grade level based upon the Michigan Academic Standards. Attached to this monitoring report is the process that is being used to identify, align and unpack grade level standards as well as a memo that was shared with all staff in September 2018 that outlines several key pieces to the planned work.

2. Science resources are currently being reviewed to support the transition to the Next Generation Science Standards (NGSS).

Conclusion Statement:

The organization met expectations.

3.5.3 POLICY PROHIBITION

The Superintendent shall not operate without policies and procedures which ensure that instructional materials enrich and support the educational program of the school, are representative of the many groups which contribute to the American heritage, and are not likely to foster attitudes prejudicial to any gender, religion, ethnic, or racial group.

Interpretation:

1. All instructional materials selected go through a review process as designated by NEOLA Policy 2210.
2. The district utilizes NEOLA Administrative Guideline (9130B) Criteria for Selection/Reconsideration of Instructional or Library/Media Material.

Data Reported:

1. NEOLA Policies are current and reflect statewide and national practices for selection of instructional materials.
2. Criteria for Selection:
 - a. Instructional Materials: The math committee was provided the selection criteria before starting their work.
 - b. Library Materials: Teacher Librarians use 9130B when selecting Library/Media Materials.

Conclusion Statement:

The organization met expectations.

3.5.4 POLICY PROHIBITION

The Superintendent shall not permit student evaluation processes which do not recognize that all students can learn, that students learn at different rates and in different ways, and that teachers, as well as parents/guardians, play an influential role in support of learning.

Interpretation:

I interpret this to mean:

1. 100% of schools provide parents/guardians and students with written information regarding assessments.
2. 100% of schools provide parents/guardians and students with progress reports and report cards at previously published times.
3. The Superintendent shall not prevent students, families, or community members from being heard by the Board when internal hearing procedures have been exhausted and the person alleges that Board policy has been violated to his or her detriment.

Data Reported:

1. 100% of schools distributed registration materials by the start of the 2017-18 school year.
2. Progress reports and report cards were distributed on time as published. Conferences were held during the assigned times at each respective school. Dates of scheduled reports are on the published school calendar on the district/school website and in the *Northview News* each month.
3. No one was prevented from appealing to the Board of Education during the monitoring period.

Conclusion Statement:

The organization met expectations.

3.5.5 POLICY PROHIBITION

The Superintendent shall not fail to ensure that evaluation of student progress considers the whole child (intellectual, physical, social, and emotional).

Interpretation:

I interpret this to mean:

Schools provide reasonable, timely responses to inquiries and information to students and their families of what may be expected and what may not be expected from all services offered by the district, including academic courses and programs (especially specific course syllabi), sports and extracurricular programs, transportation, health and nutritional products, and special programs.

Data Reported:

100% of schools distributed registration materials by the start of the 2017-18 school year. All students/families enrolled after the start of the school year received the same information.

Progress reports and report cards were distributed on time as published. Conferences were held during the assigned times at each respective school. Dates of scheduled reports are published on the district/school website and in the *Northview News* each month.

Physical Supports to Ensure Student Evaluations Consider the Whole Child:

- Partnership with Spectrum Health Healthier Communities, that provides the following services:
 - MedNow - instant access to a School Nurse through a telecommunications system operated by Spectrum Health.
 - Student health plans completed before the start of the school year for students with chronic health conditions, examples include diabetes and food allergies.
 - Medical Emergency Response Team (MERT) training by Spectrum Health Healthier Communities nurses.
- Mobile Dentist program
- Vision and Hearing Screenings
- A plan was provided to Dan Duba and Jan Jager, as well as a teacher leader, to complete the Board requirement of having a Health and Wellness Policy.

Emotional Supports to Ensure Student Evaluations Consider the Whole Child:

- Partnership with Pine Rest that provides Northview Public Schools with a Behavioral Health Liaison.
- Michigan State Police Cyber Bullying Awareness training for students and their families at Highlands.
- Mindfulness trainings at East Oakview
- Kidz Have Rights presentations in grades K-4
- Watch D.O.G.S. at the elementary schools
- SEALS High School Student Support

- Creation of the Educational Specialist position

Conclusion Statement:

The organization met expectations.

3.5.6 POLICY PROHIBITION

The Superintendent shall not fail to ensure that evaluation is (a) designed to enhance instruction rather than detract from it, (b) honest, reinforcing and fair, and (c) based on the stated objectives of the curriculum.

Interpretation:

I interpret this to mean:

1. The district utilizes evaluation tools that are recognized by the state of Michigan, nationally normed assessments, based on best practice related to the curricular area, or are considered to be direct inspection by teachers.
2. Assessment protocols are followed to ensure accurate representations of student knowledge.
3. All schools have access to NEOLA Policies.

This is reasonable because it models best practices for school districts and businesses. Further, the written rules and expectations are easily accessible to individuals and groups inside and outside the school system.

Data Reported:

1. The district utilizes local assessments, DRA and Fountas and Pinnell (reading assessments), Child Study Team meetings, and teacher judgment to assess student performance.
2. M-STEP administrative requirements were not followed by Northview Crossroads in the spring of 2017. This did not adversely impact student scores, but it did result in a reprimand from the Michigan Department of Education for not following stated guidelines. A representative from the Michigan Department of Education will be returning to Northview Crossroads to observe M-STEP testing in April and May of 2018.
3. 100% of schools have electronic access to NEOLA Policies.

Conclusion Statement:

The organization met expectations.

3.5 GLOBAL POLICY PROHIBITION

The Superintendent shall not fail to ensure that the educational curriculum and all practices and decisions relating to curriculum and instruction are consistent with all legislated requirements and the District's stated beliefs, and provide for high quality education.

Interpretation:

I submit the Global Policy Prohibition has been comprehensively interpreted in the preceding sections.

Data Reported:

Data supporting the interpretations and the conclusion statement has been reported in preceding sections.

Conclusion Statement:

The organization met expectations.