

Center of Excellence
Mathematics Curriculum Development Project Meeting

Minutes of Meeting

Pee Dee Education Center
June 9, 2006

8:30 – 4:00 pm

Present:

Norma Coote
Tammy Herring
Linda Steagall
Tamela George
Nikki Way
Amanda Bailey
Bonnie Phillips
Pat Griffith
Ernestine Hemingway
Genetta McManus
Mary Frances McMillan
Susie Hill
Cindy Rouse
Janetha Nixon
Ginger Baggette
Cindy Huggins (sp?)
Linda Rankin
Gloria Frierson
Shelly Flud
Natalie Pigatt

Laurie Latares
Linda Bourne
Melissa Best-Williamson
Hazel James
Kim Poston
Lisa Gleason
Alice Johnson
Chrystal Kelly (left)
Jessica Merritt
Sylvia Rowell
Patricia Grant

Guests:

Andrea Keim
Pat Mohr
Tammy Pawloski
Rich West

Staff:

Brenda Hill
Gretchen Huggins

I. Introduction

Dr. Tammy Pawloski welcomed the group and explained what the Mathematics Curriculum Development Project was all about for the benefit of those new to the project. She then had everyone introduce themselves and what school they represented. She then introduced Drs. Andrea Keim and Pat Mohr as facilitators of the program today.

II. Summary of Focus Group Survey

Andrea & Pat went over the information gathered from focus group surveys. Some of the points of concern:

- More structure is needed
- More feedback
- A rubric

It was also determined that most liked working as a team. Some obstacles to field-testing or “piloting” are:

- No certain of support from school administration
- Time to develop a journal could be a problem
- Training – more information is needed on the revised Bloom’s taxonomy
- More information on working with children of poverty
- The need to know what is expected

Andrea and Pat emphasized the need for teachers to ask questions today! They will make a decision if one is needed. When teachers leave today, everyone should be on the same page.

III. Timeline for Piloting

Timeline for Piloting Math Units – Andrea & Pat explained the timeline for piloting the math units beginning August 15th (or whenever your particular school begins). Teachers were asked to let the Center of Excellence know the date during the summer that they plan to get together to work on their units. No teacher has to pilot all the units; each team member pilots some units. Andrea and Pat stated that they would check in monthly with team leaders to follow their progress and answer any concerns that may arise.

IV. Math Unit Format and Template

Andrea & Pat then went over the Math Unit Format describing the format in detail. They also included a template for revising units so that there is a consistency in all the written units. Time was given for teachers to read over the document and ask any questions after a short break.

V. Unit Checkbric (combination of rubric and checklist)

Checkbric was distributed to everyone attending today. A brief discussion was held to explain how this form can be used.

VI. Math Unit Pilot – Teacher Notes

This form was also distributed to those attending today’s meeting. This form includes five questions each teacher piloting units should complete. Instructions were to “be specific” and limit the total notes to two pages.

VII. Distribution of Books for Summer Reading

Three books were given to each teacher committing to the Mathematics Curriculum Project. Those books included: *Academic Background Knowledge* and *Classroom Instruction That Works*, both written by Marzano. Also, *Theory Into Practice*, a journal focusing on the Revised Bloom's Taxonomy was included.

After lunch, groups were asked to come up with a grade level unit team meeting date during the summer and let the COE office know so that we can see if the PDEC facilities are available, if needed. Teams should choose a 'team leader,' share contact information, and determine which units will be piloted by which team member and when.

Teams met with Dr. Rich West to discuss his review of each grade's units.

VIII. Wrap-up and Evaluation

Team members had an opportunity to use the computer lab in the PDEC to work on revisions and for new members to become familiar with the units that have been developed already. Some teams were given master drive copies of their grade units. Evaluation forms were also completed by the teachers and returned to the COE office staff. Teachers were instructed to sign up for one of the taxonomy sessions on June 16, 19 or 20 if they had not done so already.

The meeting concluded at 4:00 p.m.