

**Secondary Writing Rubrics
Revision Team Meeting Agenda
10/17/12
11:00 – 3:00
DCSD Professional Development Center**

Members Present: Rommy Cronin, Adam Dedmon, Kristina Erb, Mark Kuniya, Karen Lamb, Amy Sando, Cathy Scully, Susan Van Doren

- Review of the timeline
 - The goal is to finish the drafts before the end of October.
 - Solicit teacher input during November.
 - Re-meet to finalize rubrics at the end of November.
 - Seek board approval on 12/11/12.

- Review Elementary Writing Rubrics
 - The team reviewed the 6th grade rubrics in writing.

- Finalize Secondary Writing Rubrics
 - The team wanted to discuss what the recommendation to the school board would be. Will this be high stakes or not?
 - It was noted that Narrative, Expository, and Research are high stakes now.
 - Cronin and Noonan confirmed that the goal of this group is to advise the board on what to do.
 - The recommendation needs to be something that is aligned and streamlined.
 - The teachers expressed the opinion that reporting in PowerSchool yearly should be sufficient and no additional paperwork should be necessary.
 - Noonan said that the guiding questions should be: Does it build from prior years? Does it connect to college readiness? Is it efficient? Does it build on other systems already in place?
 - The group came to consensus and felt the recommendation to the board should be to have the rubrics be benchmarks, but made high stakes as part of the grade in each class. It should not be possible to pass the course without meeting the requirements of the rubric. It was suggested that this would mean the assessment would no longer be a stand-alone requirement, but could be embedded into the activities of the course.
 - It was noted that a Research Rubric needs to be developed at each grade band. It should be general enough to be imbedded into any

writing genre. CCSS recommends that research be embedded and carried out across the content areas. The rubric developed by the English teachers should be usable in other subject areas.

- PS: informative, argument, narrative and research – need to enter
 - The team broke into small groups to finish revisions.
 - Van Doren and Dedmon worked on 9th and 10th
 - Lam and Sando worked on 11th and 12th
 - Arnold, Kuniya and Scully worked on 7th and 8th.
 - All drafts were emailed to Cronin who will create survey for feedback and disseminate it to DCSD Secondary English Teachers and Principals for feedback prior to the next meeting.
- Next Steps
 - The next meeting will be in the morning on 11/30/12. The team will review teacher input and make final changes. The team will also discuss the presentation to the school board.
 - Cronin will ask Mr. Alexander about whether a half day sub can come in the afternoon if the teacher has a prep in the AM.