

Grading and Reporting Committee
Summary of Progress/Action Steps
10/19/21

Attendance: Mary Widman, Bill Lonergan, Mike Perez, Dan Mitchell, Inga Michalewicz, Shaun Elliott, Melissa Girzone, Maura Clinton-Jones, Tara Hershberger, Audra McCollem, Martha Thayer, Jen Grantham

Review of last meeting -

Action Step	Update	Next steps
Review Grading Info Pamphlet and make comments	More time needed.	Buildings will look at it ASAP. Mary will start editing next week.
Direct parents/guardians to the Grading page of the Litchfield School District website.	Set up with posted updates.	Continue to monitor ease of use and parental feedback.
Regular communication on grading through SAU/Principal email and the School Board FB page.	How will we monitor this and know we are making progress?	We will talk about this in our next Admin meeting.
Use available professional development (PD) time and common team plan to develop summative competency assessments and the corresponding 4 point rubrics.	Process began 10/8	Buildings are reviewing progress. We will check in at admin next week and adjust any timeframes as necessary.

Look at work done during August PD day on the Portrait of a Learner (POL) progression	Document with all the feedback is overwhelming. We discussed how to approach it.	For our November meeting we will meet in subgroups to look at one specific trait and its progression.
Decide on building non-negotiables	We discussed the overlap and the areas that should be different developmentally.	Mary will clean up the document and make the language more common by next week. Building groups will look at their list and provide feedback to the committee.

New Business

Goal	Action Step	Person Responsible	Deadline
Improved Communication	Do we have articulated expectations for grading at the building level? ie - How many summatives? What constitutes a summative vs. a formative? Grading timeframes? Expectations for feedback?	Building principals and team members will compile what there is in each building.	December meeting.

