

**CAPE Subcommittee Meeting  
October 16, 2018  
Brookfield High School  
Minutes**

Present: Rosa Fernandes, Joy Greenstein, and Jen Laden from the Board; Mr. Marc Balanda, Principal BHS; Mrs. Debbie Farias, Director of Instruction; and Dr. Maureen Ruby, Assistant Superintendent of Schools.

The meeting was called to order by Jen Laden at 5:47 p.m.

1. Presentation by Mr. Marc Balanda, Principal of Brookfield High School, to recommend a pilot of a new text published by HMH for grade 9 science instruction: HMH Science Dimensions: Earth and Space Science. HMH will provide both texts and digital online resources for a pilot implementation, free of charge. Mr. Balanda reviewed the features of the book and digital resources and the alignment thereof with the Next Generation Science Standards. All grade 9 students are required to take Earth and Space Science.

Joy Greenstein made a motion to recommend the adoption of the HMH new Earth and Space Science text to the Board for approval for a pilot, Rosa Fernandes seconded the motion.

The vote to recommend approval for the pilot proposed by Mr. Balanda was unanimous.

2. Dr. Ruby and Mrs. Farias provided an update on the curriculum writing process and progress. Teacher groups collaborating on the curriculum writing projects in all four buildings have been developing action plans and budget proposals for each phase of their work. These proposals are submitted to and reviewed by Mrs. Debbie Farias, Director of Instruction, and Dr. Ruby. Dr. Alcock is continuing her work supporting Curriculum development. In the 2018-19 phase of this work, she is working with small teams of teachers, both on site and virtually.

3. A component of the curriculum design and development work is the development of standards-aligned assessments. Dr. Ruby provided an overview of how this work will allow for the development of a coordinated system of standards-aligned grading and reporting. The initial phases of the development of a standards aligned reporting system will encompass K-4 literacy and mathematics. A key goal of this work is to support students to be reflective, self-navigating learners.

4. Dr. Ruby reported on a project she initiated associated with her Yale fellowship in Changemaking and Social Emotional Learning. She has reached out to the community preschools and will provide a professional learning opportunity to all preschool teachers on Election Day to introduce them to the RULER approach in preschool classes.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,  
Maureen Ruby