

## **MINUTES OF THE CURRICULUM COMMITTEE MEETING OF SENECA TOWNSHIP HIGH SCHOOL, DISTRICT 160, SENECA, ILLINOIS**

A meeting of the Curriculum Committee was held on March 6, 2024 at 5:30 p.m. The meeting was called to order with the following members present: Rich Hamilton. Also present: Mike Coughlin, Kristine Einhaus, Jennifer Frye, Jessi Holman and Kristi Pabian.

### **1. 24 - 25 course updates**

Mrs. Holman shared information regarding some new curriculum highlights for the 24-25 school year. Mrs. Holman spoke about both Student & Career Success. The Student & Career Success is a semester long class as a new graduation requirement beginning with the Class of 2027(current Freshmen). Students will focus on career exploration and overall student success. This class will meet the Computer Literacy standards as set by the Illinois State Board of Education. Mrs. Holman gave a brief explanation of the work of Mrs. Liberatore with IVCC to begin an English transition course that will provide an opportunity for SHS students to be exempt from any non credit bearing courses.

### **2. 5 Essentials Survey**

Mr. Coughlin shared information related to the current percentages and the upcoming closing date for the 5 Essentials Survey. The SHS students have a current completion rate of 79%. The SHS teachers have a current completion rate of 82%. The SHS parents have a current completion rate of 22%. All three percentages meet the minimum needed to generate a valid report that the school improvement team will need for future areas of focus. The survey focus areas are: Effective leaders, collaborative teachers, Involved families, Supportive environment and Ambitious instruction.

### **3. Career/Job Fair**

Mrs. Holman updated the committee regarding the upcoming Career/Job fair that SHS will host on Thursday, April 25th during the school day. Guidance counselors are working with all of the local businesses and employers that attended last year's event and will add some new employers too. Although jobs may not be offered on the spot, this fair could lead to summer jobs for many SHS students. Just as important, SHS students will get to learn about many different career pathways and the daily skills that are required for a specific career.

### **4. February SSP meetings**

Mr. Coughlin gave an update to the well attended SSP meetings hosted on 2/8/2024. We will plan on continuing these meetings and working on making improvements. We did invite all students Freshman through Seniors this year. The focus of these meetings is intentionally shifted from classroom, homework and grades to what goals the students have after Seneca High School. Approximately ninety families will be able to take advantage of the seventy-five dollar discount for their 24-25 registration fees.

## 5. Final exam exemptions

Mr. Coughlin informed the committee of the final exam exemption requirements for all SHS students during the 23 - 24 school year. The attendance requirement has been reinstated for the 23-24 final exam exemption criteria. At the March 2023 faculty meeting, the teachers discussed and shared their recommendations for missed periods to still earn exemptions. Other criteria of two minor discipline referrals and earning an A in the class would remain as they are this year. All went well this school year, we will not make any adjustments for next year.

## 6. Digital PSAT/SAT update

Mrs. Holman gave a detailed review of the upcoming assessment for SHS students. The PSAT/SAT is all digital this year and has changed its format. There are now only 2 modules- English/Reading/Writing and Math with a Calculator. The only exception is the SAT which also has an essay section. These modules are broken up into 2 parts. The first half is like the regular PSAT with set questions. The second half is adaptive, but will still give the student a few harder questions to see how they do on them. The Reading is multiple short passages with a few questions after each passage versus the long passage with multiple questions after. The test is also much shorter. The PSAT 8/9 and PSAT 10 are 2 hours and 14 minutes + a 10 minute break, while the SAT is 3 hours and 4 minutes long + a 10 minute break and a 5 minute break. The students will get their scores back faster than they used to, they will also have an option to get them sent to their phone. The PSAT 8/9 will be taken on March 19th, PSAT 10 will be April 9th, and the SAT will be April 16th.

## 7. Math & Science articulation

The articulation meetings continue to be beneficial for Seneca HS, Milton Pope, Seneca Middle School and MVK middle school. Seneca Middle School hosted the Math departments in the fall. Items that are discussed are: content area resource and materials, late homework policy and student recommendations for advancing to Geometry as a Freshman. Mrs. Holman shared the process of teachers from feeder schools making the class recommendations.

## 8. RISE update.

Mr. Coughlin gave a brief update on the RISE student incentive program. RISE has been an excellent addition to the overall culture at SHS this school year. Mr. Slutz and Mr. Adams are doing a great job in promoting RISE and communicating to faculty and students all year. Their focus has been to recognize the students and reinforce a positive culture.

## 9. Adjournment

The meeting adjourned at 6:37 p.m.

Ronald E. Fry  
Board President

Paul Hamilton  
Board Secretary

March 20, 2024  
Date