Standards Review and Revision
Committee Meeting
Reading, Writing, and Communicating

May 19-20, 2017

Face-to-Face Meeting Notes

Committee Co-Chairs: Zachary Chase (Co-Chair), Marion Wesley (Co-Chair/Elementary Team Lead), Crystal Sabatke-Smith (Co-Chair/Secondary Team Lead)
Committee Members present: PreK-2 Team Dee Bench, Erika Tunson, Courtney Parker; Grades 3-5 Team Alexandria Hibert, Kimberlee Reed, Marion Wesley (Co-Chair/Elementary Team Lead), Erica Moore; Grades 6-8 Team Lisa Henkel, Jeb Holt, Crystal Sabatke-Smith (Co-Chair/Secondary Team Lead); Grades 9-12 Team Tom Fitzgerald, Amy Hansen, Michael Hoffman, Jessica Keigan; Other Participants Zac Chase (Chair), Beth Cutter, Shawna Fritzler

Day One: May 19, 2017
AM Focus: Purpose setting and team building
- Established purpose for our work and meeting protocols (e.g. working agreements, consensus building)
- Engaged in writing prompts and discussion to share ideas and build collaborative spirit

PM Focus: Initial discussion of findings in reports
- Identified trends in the reports and data sources (i.e. benchmark reports, online feedback, letters and emails received, their individual analyses)
- Analyzed “Impact and Demand” of potential trends and revisions

Day Two: May 20, 2017
AM Focus: Continued work with “impact and demand”
- Deeper dive and discussion on “impact and demand” of revision process

PM Focus: establish rough draft of timeline of the work
- identified work to be done prior to June 16 meeting and June 16 - September 16
- Elementary Teams and Secondary Teams worked separately to flesh out the timeline specific to their levels and assign roles/responsibilities for the work
June Meeting Next Steps

- Before the June 16 meetings: identify redundancies in grade levels, identify unclear language
- Analyze redundancies, discuss/reach consensus on unique-to-Colorado Evidence Outcomes, review the Essential Skills document