**Proficiency-based Learning Steering Committee**  
2/9/16  
2:30 – 4:00

**In attendance:** Ken Kunin, Becky Brown, Dick Mathews, Kat Cox, Brem Stoner, Julie Lefebvre, Kathleen Doan, Maureen Richards, Susan Adams, Teri Wark, Sarah Gay, Nancy Sporacio, Lue Bagley, Heidi Watson, Kim Bennett

**Welcome**  
- Ken reviewed the handouts (agenda, minutes, HS plan protocol)  
- Introductions and explanations of intention to continue to add representation

**Summary of Prior Meeting**  
- No clarifications or additions to the notes from the last meeting  
- Noted that a key part of the last meeting was a noted need to add more parents and students and thus the increased membership.  
- Big challenge unearthed last meeting was that HS roll-out was not solidified and not much has been communicated to students and parents. Ken recapped that the year started with the intention of all in at the HS next year based on the implementation plan that was updated last spring. As HS faculty engaged in the work to be ready, it became clearer that slowing down may be wise.

**High School Plan**  
- following a tuning protocol “Tuning a Plan”, the group reviewed the High School Implementation plan  
  - background of key considerations of the plan: can’t roll-in in a manner that preserves the student choice as much as we have historically (which lends to classes of mixed grades); learned that Colleges are fine with mixed scales on a transcript but not within one year; leveled/weighted classes don’t lend to conversion because not as much data  
  - plan intro: majority of 9th and 10th grade classes in Pbl; if a 9th or 10th grade student needs an upper level class because it is part of their course of study over 4 years (band, chorus, accelerated math, accelerated world language); no real change for 12th graders; 11th graders still 100 point scale but mapping GPAs onto a latin honors system (no top scholars)  
  - focus questions: what are the types of questions we are likely to need to be prepared to answer  
- warm feedback offered: decreases impact for class of 2017; ok to suspend gr 9 teaming because students do not currently “know” they are on team  
- cool feedback offered: concerned about the class of 2018; conversion concerns (logistics as well as philosophy); concerned about impact of losing 9th grade teams; don’t use the term “slow down” – perhaps measured roll-out

- Key take a-ways/messages:
Reinforce that this not a huge change from what 8\textsuperscript{th} graders and parents were told; they need to know that we are not ditching PbL, there are some exceptions where students will be in the 100pt scale but really no major change for these students who already have buy-in

- need to do better job of helping teachers speak about this, both philosophy and logistics; PD around talking about this needed
- how do we leverage larger groups of kids and parents
  - one-pager for students/parents about the why and how of PbL
  - social media (twitter?) to provide information
  - use of short videos?

Agenda Ideas for Next meeting:

- Update on what is happening at the state level with legislation and direction from Maine Department of Education
- Work on parental and student communication messages and strategies
- Update on High School implementation
- Other – please contact Ken Kunin with ideas for additions

Next meeting: Tuesday, March 8, 2:30-4:00, SPHS (in order to make it easier for student members to attend)

Future meetings: April 12, May 10, June 7