

**ENFIELD BOARD OF EDUCATION  
VIRTUAL CURRICULUM COMMITTEE MINUTES  
MAY 21, 2020**

The May 21, 2020 Virtual Curriculum Committee meeting was called to order by Bill Salazar 5:34 PM.

**Present:** Bill Salazar, Jonathan LeBlanc and Joyce Hall  
**Absent:** None  
**Also Present:** Walter Kruzel, Wendy Costa, John Dague and Michelle Middleton  
**Audience:** None

Due to lack of quorum, Cross-Over Credits Codes was moved after Items from the Table.

**Items from the Table:**

Mr. Salazar asked how the committee can best be kept in communication with the plans that are being made for next year so they can better understand what, if anything, is being done differently to prepare for fall. It was decided that these communications can best be done at subcommittee meetings. The committee then discussed the frequency with which these meetings should occur. The committee voted 2 to 1 to hold bi-weekly meetings instead of monthly meetings, with Ms. Hall dissenting.

Mr. LeBlanc asked how we intend to evaluate students upon their return to school in the fall. It was explained that benchmark assessments will be done in the beginning of the school year to help inform teachers of the areas of students' strengths and areas in need of improvement. These assessments will be given earlier than usual to provide a baseline for teachers. Lessons, as well as interventions and supports, will be planned based on this information.

**Cross-Over Credits:**

Mr. Dague explained how students at the high school level can gain permission for cross-over credits which allow them to use an elective course as a means to gain partial credit for a content area course. For example, a student may take Drafting Technology, but get credit for a mathematics course instead of an elective in technology education. It was explained that this is usually done when students need to help fulfill a content area course requirement for graduation. The committee asked who approves the use of cross-over credit. Mr. Dague showed committee members the form. The student usually meets with a guidance counselor or case manager. After the counselor or case manager signs off on the form, it receives a signature from the student's assistant principal. They asked the committee to approve the creation of new course numbers that can be entered in PowerSchool so this can be tracked automatically, instead of it needing to be entered by hand. Committee members approved the creation of new course numbers to make this process more efficient.

The meeting adjourned at 6:34 PM.

Respectfully submitted,

Michelle Middleton  
Chief Academic Officer