



# HCP Advisory Committee

December 13, 2022 | 3:30-5:00pm | Pioneer Center

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**Members Present:** Roberta Kramer, Pam Brantner, Trisha Doumit, , Jennifer Hamilton, Paula Perron-Bates, Tessa Powell, Kristen Robinson

**Members Absent:** Grace Grow, Susan Horstman, Carone Jones, Shelley Opgenorth

3:33 PM- Roberta Kramer called the meeting to order.

## Meeting Minutes

Kristen informed the committee that the HCAP newsletter is planned to go out to families four times a year to let parents know what is happening in the classrooms. Each newsletter a HCAP teacher will contribute to the newsletter.

Hi-Cap TOSA report - Kristen Robinson

- SEL STEAM Nights: In total, around 1000 people attended the elementary STEAM nights held at elementary schools over the month of October. Some families came to multiple nights. The Schweitzer Engineering Laboratories (SEL) representative was positive about the event and would like to do again next year. People came right after work, and it was felt that offering pizza (provided by SEL) was a helpful factor in encouraging people to come and removing barrier of mealtime concerns.
- Fall Referrals: Three elementary students were referred to the HCAP program this fall using the piloted online referral system. The teachers that used this system offered some feedback for adjustments that can be implemented in spring, but overall, they were excited about the system and believed it did work well.
  - Before next meeting instructional program staff will need to determine if hard copies of referrals are required to be kept as we move towards on online system. A question was asked whether the electronic referral file be archived. This will need to be determined.
- Hi-Cap Family night was held November 15. Jessica Viergutz and Chey Cochran presented on social and emotional learning of highly capable students. Afterwards, families divided into secondary and elementary breakout groups. This was a great opportunity for families to connect.
- Professional development
  - HCAP TOSA, Kristen Robinson and SES HCAP teacher, Cari DenHerder attended WAETAG conference in October. They have begun sharing information learned with teachers. For example, Cari is implementing lessons learned into science units and Kristen is incorporating lessons into her training of Hi-Cap teachers.
  - Kristen Robinson attended PLC training In November
  - Roberta Kramer suggested the superintendent's newsletter would be a way to share how conference information is being used in the district. Kristen will share in the Hi-Cap newsletter and forward for use in superintendent's newsletter.
- Training for four new-to-Hi-Cap teachers occurred in November and December. The trainer was Hi-Cap TOSA, Kristen Robinson. As part of training, she asked each to teach a lesson from the curriculum for HCP

students and to return to the next training with their thoughts. Teachers responded curriculum is very prep heavy, but some do plan to use it in the future.

Looking ahead,

- Kristen raised the need to solidify referral process and for the selection committee to sit meet to solidify this goal. Also, work should continue on K-1 grade talent development and work towards a more formal process in grade 2.
- Review updated draft policy and procedures about selection at next Hi-Cap committee meeting.
- Hi-Cap student monitoring: The committee would like to look at the participation of middle school students in afterschool activities as is done with high school students. This could provide further insight into student engagement.
- Pre-referral process
  - About 2 weeks prior to the opening date of spring referrals information will be sent out in the parent newsletter emailed to families on Friday afternoons as well as the Pullman Community Update. However, if intending to submit to Community Update, this information will need to be submitted about 2 months in advance. Kristen Robinson will look into the submission process in January.
  - Kristen will prepare a video presentation, but is not sure on what platform this will be available. Ideally, the chosen platform would allow for tracking the number of views.
- Next meeting: February 7<sup>th</sup>

4:11 Meeting adjourned