



HCP Advisory Committee - Minutes

Thursday, October 26, 2023 | 3:30-5:00pm | District Office

Members Present: Kelli Cox, Debbie Crabtree, Jennifer Hamilton, Susan Horstman, Roberta Kramer, Shelley Opgenorth, Paula Perron-Bates

Members Absent: Pam Brantner, Trisha Doumit, Grace Grow, Carone Jones, Tessa Powell

3:35 PM- Roberta Kramer called the meeting to order.

Meeting Minutes

Review of Minutes from May 10, 2023

Hi-Cap TOSA (Teacher on Special Assignment) report -

- The TOSA has been visiting elementary and secondary schools speaking with staff about available resources for students and taking inventory of highly capable program materials available at each building. She is promoting that her role is to help teachers.
- Training for new HCP teachers has started. TOSA provided resources via a shared drive.
- The TOSA proposed a plan to provide multiple 1-hour training courses to further support HCP teachers. She would like to send out a survey to gather topics that participants have interest in learning. Proposed topics could include items such as online resources, Depth & Complexity, and Harvard's Thinking Routines.
- The TOSA is looking at ways to enhance HCP student interaction with STEAM activities at the middle school and for those students to see themselves in STEM roles. The committee commented that students could be presented with CTE (Career & Technical Education) as a pathway. There was agreement in the committee, and it was suggested that high school students in CTE clubs may be able to help with community options to middle school students. Advice was provided that the TOSA could reach out to the high school CTE director about CTE student involvement with this project.
- Questions were asked about plans for the upcoming Parent/Guardian Night and the referral process. The committee discussed referral procedures followed in past years and, if needed, how testing is administered. There was a discussion of the fall and spring referral processes.
- Planning for Parent/Guardian night for those with students currently enrolled in the highly capable program. The committee reviewed topics covered at previous events and whether this event will be virtual or in person. This event will be held in person. In the past, the school-based mental health therapist presented the social and emotional needs of highly capable students, and the committee suggested contacting her for the upcoming event. The committee also suggested forwarding a parent survey. The committee suggested the TOSA reach out to the families with a survey of which topics they would like to hear about most.

Review updated Pullman School District Policy 2190

- Changes have been made at a state level to the screening for highly capable students. In response, changes were made to the Pullman School District's policy on the Highly Capable Program to be consistent with state guidelines regarding universal screening of students. It was noted that the MAP assessment the district currently administers is an approved screener.

Review 22-23 Highly Capable Progress Monitoring Data

- The HCP program manager presented HCP progress monitoring data for highly capable high school students. Student progress monitoring data includes whether students met academic goals, program services participation, and participation in extra-curricular activities. As requested by the committee last year, after-school activity data from the middle school was included.

Other Items

- There was a discussion regarding the *Transfer Student Highly Capable Program Survey* that is part of the new enrollment packet and communication to the parents regarding their student's participation in the district's highly capable program. Concern was expressed that the form might be confusing, and a suggestion was made for additional wording to be added to the form.

4:21 Meeting adjourned.