

**SECONDARY SUB-COMMITTEE
MINUTES
Hilton Pensacola Beach, FL
November 29 – December 5, 2017**

Arne Nielsen, Chair; Nina Atcheson; Gerald Ban; Betty Bayer; Larry Blackmer; LaRonda Forsey; Debra Fryson; Mike Furr; Jerrell Gilkeson; Keith Hallam; Ruth Horton; Teryl Loeffler; Jacqueline Messenger; Donovan Ross; Berit Von Pohle; Keith Waters; John McCoy and select members from ACDE

MEMBERS PRESENT

VOTED to approve minutes of May 15-18, 2017.

**17:15
MAY 2017 MINUTES**

VOTED to approve minutes of June 27, 2017.

**17:16
JUNE 2017 MINUTES**

Noted that Directors voted to approve Secondary Sub-committee to be held March 29-30, 2018, at the Hilton Doubletree at Sea World Resort in Orlando, FL. This will provide an opportunity to review the site of the 2021 ASDASA Conference.

Mike Furr and Teryl Loeffler (with Keith Hallam and Gerard Ban in training) are recommended to co-chair the 2018 Social Studies Summer Committee. Committee members will be represented from Atlantic, Columbia, Lake, North Pacific and Southern Unions. Provide Arne with participants' names and contact information by March 27, 2018.

**2018 SOCIAL STUDIES
SUMMER COMMITTEE**

The PE Committee is already established.

**2018 PHYSICAL EDUCATION
SUMMER COMMITTEE**

VOTED to approve the Secondary Technology Standards developed in the summer, 2017, as level 1.

**17:17
SECONDARY TECHNOLOGY
STANDARDS, 2017**

Discussion ensued on how the technology standards will be assessed. Suggested that one avenue was through a Technology Plan that is required on Accreditrac.

VOTED to approve the Math Textbook list developed by the 2017 Math Summer Committee.

**17:18
MATH TEXTBOOK ADOPTION**

Math Standards were reviewed with some minor changes. Addendum was added at the end of each standard.

MATH STANDARDS REVIEW

VOTED to eliminate Kendall Hunt Math textbook under Addendum B, until a full review of the anticipated, updated textbook can take place, but to keep the two 2018 Pearson books under Addendum B.

**17:19
MATH TEXTBOOK
ADDENDUM**

VOTED to accept Secondary Encounter Bible report and minutes of the June 26-29, 2017 meeting. Forward thinking and “where do we go from here?” discussions were had. Nina Atcheson collaborated with Pilot teachers in finalizing the last year of curriculum development for Grade 12 Encounter Bible.

**17:20
SECONDARY ENCOUNTER
BIBLE REPORT**

Feedback was provided by LaRonda Forsey on students’ reaction to the online version of Encounter Bible Curriculum. Full-fledged permission has been granted by directors to develop an online curriculum in the NAD & SPD (South Pacific Division). Noted that directors voted an international committee for Encounter Bible in conjunction with SPD.

**ONLINE ENCOUNTER BIBLE
DEVELOPMENT**

Nina Atcheson shared that all of grades 9 – 11 units are on the Encounter Bible website. The first draft of the final Grade 12 unit is near completion. Grade 12 Encounter Bible Units include World Religion, Ethics and Relationships. According to Nina, completed Encounter Bible 12 is almost ready to be sent to the copy editor to be rolled out next summer, 2018.

**SECONDARY ENCOUNTER
BIBLE COMPLETION UPDATE**

No Secondary face-to-face training is scheduled for the Encounter Bible. Online training and videos are being developed. Encounter Training is planned in 2018 by the Southwestern Union (April), Southern Union (July 23-24 by Union Pilot trainers), Atlantic Union (August), and Lake Union (August). Consideration is requested for having a training by the NAD (Nina Atcheson/Lanelle Cobbin) sometime before or after the 2018 National Teachers’ Convention.

ENCOUNTER BIBLE TRAINING

Interest in the Encounter Bible curriculum is coming from places such as Austria, Germany, India, and Taiwan. Nina is willing to support NAD teachers from her Australian location. Piloting of online encounter is currently being done. Interest is being generated among home school parents. Nina is planning to return in May 2018 to continue developing the online course as well as to work on videos for training.

**INTERNATIONAL & ONLINE
ENCOUNTER BIBLE**

Question was raised on whether the Encounter Bible curriculum should be available to Adventist self-supporting schools. Noted that approval for use should be on condition that if they are trained, they will agree to purchase the material, follow the framework, and utilize the curriculum at the discretion of the Union directors.

ENCOUNTER HOME/SELF-SUPPORTING SCHOOLS

Agreed that NADOE will seek legal counsel on whether home and self-supporting schools can utilize the Encounter curriculum as far as copyright agreements are concerned.

**LEGAL COUNCIL
INDEPENDENT SCHOOLS
ENCOUNTER PARTICIPTION**

ALC created 3-, 5-, and 20-minute videos on students and teachers' feedback/response to the Encounter Bible Curriculum. The videos will be available on the Encounter Bible as well as the NAD websites.

ALC ENCOUNTER BIBLE VIDEO

The secondary subcommittee wished to express their deepest gratitude to Nina Atcheson for her development of the NAD Secondary Encounter Bible Series. A special dinner will take place Thursday evening, November 30, in her honor.

**NINA ATCHESON
APPRECIATION**

In a joint meeting with elementary and secondary, it was,

VOTED that ALC develop a bridge training for the educators who teach both elementary and secondary Encounter Bible curricula and that this **bridge** would be developed with input from, and in collaboration with, Nina Acheson and Lanelle Cobbin. Noted that universities will need to annotate such on their Verification of Eligibility for teacher certification form.

**17:21
BRIDGE TRAINING
DEVELOPED FOR ENCOUNTER
BIBLE (ELEMENTARY &
SECONDARY)**

Question was raised on how

- a. teachers who are trained by the university and have taken methods classes towards elementary or secondary certification in Bible (elementary and secondary) can receive login access to Encounter Bible, as well as
- b. teachers who currently transfer to another conference/union can have access to Encounter Bible. The system does not currently allow for login transferability.

**ENCOUNTER BIBLE WEBSITE
ACCESS**

In a joint session of elementary and secondary, it was,

VOTED that a representative group from NAD Advisory study the status term and candidacy of schools and make a recommendation to NAD Advisory. Recommended that the committee be comprised of 1 early childhood, 3 elementary and 2 secondary NAD Advisory members. Recommended that one of the committee members be familiar with WASC/MSA accreditation process.

17: 22
TERMS OF ACCREDITATION
CHANGES

Chair: Arne Nielsen

Recommended Names: Marlene Alvarez, LouAnn Howard, Shad Lehmann, Tamara Libonati, Teryl Loeffler, Keith Waters.

Terms of Reference Defined:

To study the option of a candidacy status for schools seeking accreditation and to study whether accreditation should be granted as a status or for a term.

Location/Date: Double Tree Hilton, Ontario Airport, California, from noon on April 4 - evening on April 5, 2018.

VOTED to accept the report and minutes of the NAD Health and Physical Education Committee from its June 19-23, 2017 meeting.

17:23
NAD HEALTH & PHYSICAL
EDUCATION COMMITTEE
REPORT

Noted that coaches will go through a training process for interscholastic sports. This course will be developed by ALC. Also noted that ALC write the course in cooperation with Rob Thomas (La Sierra) and others. Important to consider the secular coaching course that has already been developed. With an additional course being developed by ALC, care should be taken not to overburden coaches with taking two courses that would essentially be the same.

VOTED to recommend that the “Suggested Three-Step Completion Process” be included in the “Guidelines for Coaching Course” and reads as follows:

17:24
COACHING COURSE

Step I: Complete the *Distinctively Adventist Athletics* (DAA) course (Course Verification required)

Step II: Complete the National Federation of High Schools (NFHS) *Fundamentals of Coaching* course for those in the United States and the Alberta Schools' Athletic Association (ASAA) *Fundamentals of Coaching* course for those in Canada. (Course Verification required)

Step III: Sign and submit the "Coach's Commitment" statement.
Coach's Commitment:

I have completed the DAA course and the NFHS/ASAA *Fundamentals of Coaching* course. I understand the mission and purpose of Adventist Athletics. I understand what makes DAA and not only commit to support these principles, but to embody them in my own decisions and actions.

Signed: _____ (name of coach)

Date: _____

The NAD Health & Physical Education Committee also spent time on Physical Genesis. Also, Creation Health (the first NAD faith-based secondary health textbook) was an area of emphasis for the Health and Physical Education Committee. A price drop was proposed - from \$39.99 to \$19.99 - for the textbook. There will be teacher-helps for every unit of the Creation Health textbook available online with purchase of a digital or paper copy of the text.

CREATION HEALTH TEXTBOOK

Reports were provided by Secondary Directors & Associate from Atlantic, Canada, Columbia, Lake, Mid-America, North Pacific, Pacific, Southern, & Southwestern Unions.

SECONDARY UNION REPORTS

Accreditrac - A reminder note that edits to a term of accreditation are made at the Union level for junior academies and at the Conference level for elementary (unless this process is done collaboratively at the Union level). Edits pertaining to changes to terms of accreditation for senior academies, spurred by the NADCOA, are to be made by the NAD Office of Education.

ACCREDITRAC – RESPONSIBILITY FOR EDITS

LaRonda shared handouts of updates from Griggs. Updates include new courses and mentor groups for 7th and 8th grades. She is available to visit at Union Education meetings to talk with teachers and principals.

GRIGGS UPDATES

Unions shared their policies and practice for approving and offering Elementary Algebra 1 for High School Credit.

ALGEBRA 1 OFFERING FOR ELEMENTARY STUDENTS

Reviewed Secondary Evaluation Schedule. Pine Forge Academy Interim Visit for this year was cancelled due to other arrangements. Peterson Warren Academy accreditation visit date is March 18-21, 2018.

ACCREDITATION SCHEDULE REVIEW/UPDATE

There was discussion on quantifying the rating sections in the recommendation summary—whether 9 standards have equal rate and whether their rating impacts the term of accreditation. Suggested to table the discussion for the March 29-30, 2018 meeting.

RATING OF ACCREDITATION STANDARD

Fred Armstrong shared information on virtual science labs for ByDesign with the hopes that a similar interface can be created for the new Biology textbook. Fred has worked with Dr. Tim Standish from the Geo Research Institute and who has been the primary author for the New Biology text. They are wanting to marry what they do on the virtual side with what's done for the new biology text with a virtual lab. Virtual videos that can be used that are rigorous yet accessible. Desire to create lab experiences that are more than a metaphor or a game. There are currently BETA testers using *MailChimp* Existing features include the following:

BY DESIGN VIRTUAL LAB PROPOSAL FOR BIOLOGY

1. Experiments are meant to go with the textbook system and include quality learning in the lab
2. Students can capture the results in *WYSIWYG*, HTML forms
3. Tables, graphs, videos
4. A quiz is also included and are rewarded with links for further learning. A repository captures everything the student writes
5. Data and access follow students wherever they go
6. A teacher portal
7. Collaborative work, assessments, functionality
8. Creative thinking fosters
9. Vocabulary learning
10. Lesson plans that are manageable while providing needed challenges for students
11. Editable labs

This project serves as a significant commitment of resources (financial, human, etc.) from Loma Linda, NAD, and others, in ensuring this investment in better education for students in our schools.

Arne expressed a concern shared by some leadership that some schools are compromising Labs' required minutes (biology, chemistry, physics) due to pressure to meet demands of covering content as mandated by states. Support for this practice/proposal is that schools with STEM programs may not need to fulfill the required lab minutes. Three out of nine Unions are doing some variation of minutes allocation with block schedule and virtual labs. Six unions allocate 240 minutes for science classes with labs. Current guidelines stipulate that Union Code should drive those requirements unless the State education guidelines stipulate something different.

SCIENCE LABS – MINUTES ALLOCATION

Tim Standish and his team are hoping to have the selected chapters of the units for the new Biology textbook ready to be piloted in January 2018.

BIOLOGY TEXTBOOK

Request has returned for NAD to reconsider a 5.0 GPA scale. Currently, NAD is sticking with the 4.0 scale, but local areas are entitled to use a 5.0 if they desire.

5.0 GPA SCALE

VOTED to recommend the allowance for a 5.0 weighted GPA, effective for the 2018-2019 school year.

17:25

Consensus given to support the recommendation from Directors for Adventist Colleges Abroad (ACA) to do promotions at our secondary schools for participation in the ACA summer programs.

ACA PROMOTION VISITS

VOTED to inform the Adventist Enrollment Association (AEA) that it is our desire for ACA to do a promotion along with college tours at college fairs.

17:26

Update provided on the vote by Union directors to allow designated conferences to provide transcripts for Junior Academy students.

TRANSCRIPTS

OGC and PARL have received documentation from NADOE per their request about investigation into employment of 14 and 15 year olds. Both Arne Nielsen and Larry Blackmer recounted efforts of NADOE to pursue permission from the Labor Department for employment and 14 and 15 year olds. NADOE is committed to continuing pursuit of this matter.

CHILD LABOR

Question arose of how many people should be on an accreditation

SCHOOL ACCREDITATION

visiting team and what the makeup should be. Noted that the new document drives the makeup. Suggested that a balance of administrators and teachers with diversity of ability, and representatives from school with an evaluation the following year be included.

VISIT TEAMS, MAKEUP, SIZE

Benefits of Sunday afternoon visit was described to include school tour, VC orientation, faculty/board meet and greet, and opportunity for the chair to set the expectations for the faculty.

Chairs have the prerogative to use local persons (Union Associates and Superintendents) to assist in areas such as the school history and provide context for finances, etc. Noted that it would be up to the chair to determine the responsibilities of the secondary associate and the superintendent during an accreditation visit. Also suggested that it would be up to the chair to determine the size of the visiting team.

ALC will have online training for visiting teams. Additionally, tips for the chair is currently available on the NAD Education Website.

Leadership - NADET wants to see something done in the area of leadership development. Bainum Family Foundation has reached out to invite brainstorming and discussions on leadership development. Florida Hospital is developing a leadership development program. Bainum wants to know if NADOE has an interest. They would like to incorporate the Coaching Model as a sequence to the Mentorship model. NAD administration is also in the process of developing a leadership training program.

LEADERSHIP DEVELOPMENT

Recommendation that NAD continue to engage the Bainum Family Foundation on leadership development and pursue a bit more depth on what the partnership would look like. The next meeting with Bainum will be in January 2018.

BAINUM FAMILY FOUNDATION ENGAGEMENT

VOTED to ask the Directors to reengage the Leadership Taskforce Committee recommendations (from minutes 16:29 - 16:36 of UDOEC May 2016).

17:27 LEADERSHIP DEVELOPMENT- LEADERSHIP TASKFORCE

Information on Shark Tank application was sent to Directors and Associates.

SHARK TANK

Wilken Dorcicien is a motivational speaker who is available to speak to academy students. See backup materials in Google Docs.

MOTIVATIONAL SPEAKER

A list of suggested break-out topics was reviewed. See Google Docs for backup. Additional suggested topics include active shooter training and interscholastic sports.

As there was no further business, the meeting was adjourned.

**2018 TEACHERS'
CONVENTION TOPICS**

ADJOURNMENT