(ROSA PARKS COMMUNITY SCHOOL)

School Leadership Team Agenda/Minutes

(Date: 2/1 /2019)

Present: Mrs. Joseph Charles, Ms. McDonough, Ms. Austin, Ms Hutchins, Ms Guerra, Ms. Lawal, Ms. Kober

 Not Present:

 1. Acceptance of last month’s minutes:

2. Annual School Plan update: Person/People Reporting:

(Facilitation of the ASP/monitoring, assessing, and amending the plan)

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| Goal # | Activity Description | Person/People Responsible  | Status (Not yet begun, In progress, Completed) | Evidence/Data of Status(What and where housed) | Justification for revisions, if any |
| 1 | By June 2019, 70% of students in grades K-7 at Rosa Parks Community School will meet their Lexile Growth Goals according to the SRI goals set in September 2018.  | Debra Joseph-Charles  | Working on Cycle 2 goal and action steps. | Google drive –administrative folder and SLT folder |   |
| 2 | By May 2018, through the use of the I-Ready Program, 80% of all students in Grade K- 7 will meet or exceed the Projected Growth Goal as measured by the 2018- 2019 i-Ready Diagnostic.  | Debra Joseph-Charles | Working on Cycle 2 goal and action steps. | Google drive –administrative folder and SLT folder |   |
| 3 | By June 30, 2019, 70% of English Language Learners will advance one year of growth in English language acquisition as evidenced by ACCESS assessment results | Debra Joseph-Charles  | Working on Cycle 2 goal and action steps. | Google drive –administrative folder and SLT folder |   |

3. Committee Reports: Person/People Reporting: Multiple People\_\_\_(Data Collection/minutes from committees)

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| Committee | Date of last mtng. | Achievement Data to date: Assessment Data | Demographic Data | Program Data: Usage | Perception Data: Information from walkthroughs and surveys |
| Data Team (assessment, attendance, student conduct)  | Individual grade level meeting held, data compiled for data review held on November 13, 2018 | PARCC, SRI, iReady, iRead screener, FRA  | Attendance, chronically absent, behavior |   |   |
| ScIP (mentoring, professional development)  | 11/14/2018  |   |   |   |   |
| I&RS (trends, interventions) |   |   |   |   |   |
| Each CPT (student achievement data, best practices) |  Teacher have been instructed on sharing minutes in their team drives so administrators have access |   |   |   |   |
| School Safety Team (positive school climate, HIB reports) |   |   |   |   |   |

4. Parent Involvement: Person/People Reporting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Meets the needs of students and families/facilitates the development of, monitors and assesses procedures, programs, and goals that enhance achievement/builds capacity for parents and students’ concerns)

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| Committee | Date of last meeting. | Number of Parents | Feedback Results | Surveys/Evaluation forms data | Planned Activities |
| PTO  | November meeting cancelled meeting set for December, 17, 2018. Elections and potluck.   |   |   |   |   |
|    |       |   |   |   |   |

5. Community Involvement: Person/People Reporting:

(Develops and monitors procedures for the facilitation of communication throughout the professional community)

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| Committee | Planned Activities |
| Family Engagement | Ms. Wolf : Breakfast with Santa; Family Workshops; School of conservation; Coat Drive; Food Drive    |
|   |     |

6. New Concerns not addressed above (to be discussed only after the above agenda items have been completed)

1. Reporting to the nurse/ guidance
	* Reports need to be taken within a context (ex: Hate my life-> does not necessarily mean that a child is suicidal)
	* There are higher submissions of guidance referrals dependent on grade level. This may be a result of students realizing that teachers immediately send students to guidance.
	* Students should not be sent to the guidance office for every classroom issue. Conflicts between students should be resolved in the classroom with the teacher. Each argument between students should not be sent to the counselors.
2. Parent Communication
	* Remind & Class Dojo should not be a substitute for parent communication- those are for general reminders
	* Teachers need to reach out to parents about individual issues
	* If there is an ongoing behavioral issue, parents need to be contacted
	* OCRs should be utilized as a form of documentation for behavioral issues
3. Behavior in Classrooms
	* Teachers need some type of sensitivity training
	* All students need to be treated with respect
	* Share out in CPT
4. School Narrative Submission
	* New Updates for this School Year: community school, health clinic, breakfast with Santa, Disney grant, STEM Night, Literacy Night, moved out of focus school category, Top School in district for PARCC performance, Game 24 Champions, Spelling Bee Champion, Geography Bee Champion
	* Next Year: New Grant for 6 & 7 students
5. Budget
	* Electronic Sign Outside
	* Headphones for each student
6. Chromebook Issues
	* Chromebook Carts were not fixed from last year
	* Headphone jacks are still messed up
7. Headphones
	* Ask parents to have every child bring their own headphones
	* Purchase headphones for each child to have individually