(ROSA PARKS COMMUNITY SCHOOL)

School Management Team Agenda/Minutes

(Date: January 11, 2016)

Present: Mrs. Joseph-Charles (Principal), Mrs. Cutugno (Teacher), Ms. Yildz (Math Intervention), Ms. Jones (Para-Professional) Dr. Campbell (Teacher), Mr. Bennington ( SPED), Mr. Coban ( (Teacher), Ms. Scott ( Teacher), Mr. Devone ( Community School), Nickie Alston ( Community Member), Mrs. Murphy (School Counselor), G. Selliah ( ESL), McDowell ( RAC9) and Mr. Holmes ( PTA-Parent)

Not Present: (ELA Intervention Position vacant) Mrs. Joseph-Charles (Principal), Mrs. Cutugno (Teacher), Ms. Yildz (Math Intervention), Ms. Jones (Para-Professional) Dr. Campbell (Teacher), Mr. Bennington ( SPED), Mr. Coban ( (Teacher), Ms. Scott ( Teacher), Mr. Devone ( Community School), Nickie Alston , Mrs. Murphy (School Counselor), G. Selliah ( ESL), and Mr. Holmes ( PTA-Parent)

1. Acceptance of last month’s minutes. Completed all minutes were accepted.

2. School Improvement Plan/Title I Plan Activity Progress: Person/People Reporting Mrs. Debra Joseph-Charles

Plan is in continued process for revision due to changes occurring with curriculum.

(Facilitation of the School Improvement Plan/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 2016, at least 70% of all students in all Subgroups will increase their performance in reading by at least 7% and 5% respectively from one benchmark assessment to another as evidenced by the performance on EOC Assessments and Marking Period Grades. | Principal Admin Team | In progress  Currently Cycle 3  Implementation Stage  EOC1 Interim Goal Met  EOC2 Interim Goal Met | Office  Data Coach | Teachers will keep track of SMART goals. No set ELA assessment at this time this must be reviewed to establish baseline data. Teachers analyzing running records to work with students that need interventions. Currently RPCS is working on Cycle 3 goals and objectives. | |
| 2 | By June 2106 RPCS will successfully implement a model of RTI to address the needs of all its learners as evidenced by a 5% increase in the Assessment scores of Students identified as Tier II and Tier III learners and a 10% increase in teachers successfully utilizing the calendar and schedule for re teaching and retesting | Principal Admin Team | In progress  Currently Cycle 3  EOC1 and 2 Interim Goal Met | Office | Original budget given to RPCS has changed due to OHS out of focus status.  Completed RFP to establish vendor to facilitate Blended Learning Model. Currently RPCS is working on Cycle 3 goals and objectives. | |
| 3 | During the 2051-2016 school year, RPCS will complete the 14 steps to implement the multi-tiered interventions of PBSIS in academic year 2015-2016 as evidenced by as evidenced by the development of the requisite products resulting from each step. | Principal Admin Team  PBSIS Team | In progress  Currently Cycle 3  EOC1 and 2 Interim Goal Met | Office | Currently RPCS is working on Cycle 3 goals and objectives. | |
| 4 | Using data-specific indicators from the QSR, the overall rating of Rosa Parks CS will improve from “Developing “ (2.4) to “Proficient” (at least 3.0) by the completion of the final cycle review for the 2015-2016 school year. | Principal Admin Team  PBSIS Team | In progress  Currently Cycle 3 | Office | Currently RPCS is working on Cycle 3 goals and objectives. |

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) (Mr. Coban) | 1-4-16 | Reports Attendance Data Staff/Student  Performance Data  Benchmarks Conduct data  RAC Report for Data Reviews Scheduled for February 5, 2016 | General Education  SPED  ELL  Male/Female  Ethnicity  SES | IRead  ST Math  Read 180  Math180 |  |
| ScIP (mentoring, professional development)  ( Mrs. Joseph-Charles) |  | Observation Data  All staff round one observations completed  10 week submitted 20 week on-going |  | Mentorship/ Mentee | No CAP’s for Staff for no staff |
| I&RS (trends, interventions)  (Natasha Murphy) |  |  |  |  | NOT ADRESSED |
| Each CPT (student achievement data, best practices) |  |  |  |  | NOT ADRESSED |
| School Safety Team (positive school climate, HIB reports) |  |  |  |  | NOT ADRESSED |

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 |
| PTA  (Mr. Holmes) |  |  |  |  | NOT ADRESSED |
| Parent Academy  (Mr. Holmes/ Mr. Devone) |  |  |  |  | NOT ADRESSED |
| Special Education  (Mr. Devone/ Mr. Bennington) |  |  |  |  | NOT ADRESSED |

5. Community Involvement: Person/People Reporting: \_\_\_\_\_\_\_Barry DeVone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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| Committee | Planned Activities |
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6. New Concerns not addressed above

* SMT focused on Budgeting : Decisions were made on Representatives to focus on portions of the budget:

Mathematics-Ms. Yildiz

Grades K- Ms. Cutugno

Grade 1-Dr. Campbell

Grade 2\_ Mrs. Murphy

Grade 3-5 Ms. Scott

Grade 6-7 Mr. Bennington

ESL/World Language

General Supplies – Ms. Holman

ELA-general items Mr. Chuy

* Rest of Meeting focused on QSR for goal 4 of the SIP plan. Revisited to determine progress on goal.