

School Management Team
Monday, September 24, 2012
3pm-5pm
Minutes

I. Old Business/ Feedback

A. Walkthrough Feedback

1. 3-part objective must be in displayed
2. incorporate Technology (student led)
3. Student directed instruction
4. Anecdotal Notes should begin in kindergarten
5. Journeys and Everyday Math must be implemented
6. Continuous number lines (at eye level)
7. Science and Foss Kits (centers) must be utilized
 - a. use of science center & word wall
 - b. use of science informational text
 - c. use of organized science notebook
8. Paraprofessionals should be part of instruction
9. More co-teaching with special education
10. Portfolios
 - a. kindergarten has work sampling
 - b. Full implementation of Portfolios
 - c. students are to choose 2 samples from last year
 - d. Portfolios lacked reflection and teacher comments
11. Word walls should include tier 2 and tier 3 words
12. Journeys Focus Wall are to reflect pacing guide and model curriculum
13. Cooperative learning- students should have roles
14. 150 minutes mandate for PE
 - a. schedule was revised, effective October 1
15. Notebooks for all content areas needed
16. Substitute plans must address model curriculum
17. One teacher in classroom during Read 180
18. Feedback will be relayed to all staff

B. Academic Challenges

1. Qualification for History Bee was administered in Grades 4-7th
2. History Bee- December 3
3. Captain: Mr. Canares. Team: Ms. Qualles, Ms. Bogle, Ms. Humphreys
4. Spelling Bee-November 26

C. Assistant Principal's Meeting Report

- a. Project Based Test- October 22nd and December 10th
- b. Pre-test for all subjects October 1st-Post test June 3rd
- c. spellingcity.com
- d. Marilyn Burns (Math)
- e. 6th grade program must be aligned with model curriculum (math)
- f. SMT minutes must be posted
- g. DR cards
- h. Rubric from Danielson should be utilized

- i. Three 75 minute staff meetings beginning October 15th
 - D. Open house feedback
 - a. Poor turnout due to weather & paper notice was not distributed
 - b. Recommendations
 - 1. One night 6-8pm instead of two separate nights
 - 2. special teachers can be hold open house in the library
 - E. Staff Breakfast
 - a. October 5th
 - 1. Peters-Drinks
 - 2. White-Bacon
 - 3. Portillo-empanadas
 - 4. Miguel-Donuts
 - 5. Pasceri-Bagels
 - 6. Qualles-Donuts
 - 7. Walker-Fruit
 - 8. Veloz-Pie
 - 9. Simpson- Paper products
 - 10. Hernandez- cream cheese, butter
 - 11. Young-Fish
 - 12. Cooke-Salmon Cakes
 - 13. Ask Rogers to make grits
 - F. Grandparents' Day
 - a. good turnout
 - b. Recommendation for next year: guest speaker first and then bring students
- II. New Business
 - A. Committee Reports
 - a. Curriculum Improvement of Instruction-walkthrough feedback
 - b. Data Committee: Teachers to use data to determine the afterschool students and Read 180 students
 - c. School Climate
 - 1. Respect Week-week of October 1st:
 - Monday: Kick Off: Respect grams and mascot-Flash Mob to Aretha's Franklin "Respect."
 - Tuesday: 7th grade students will perform Goldie Lock's Reader's Theater in Pre k-3. Conflict Resolution and Role play in classrooms in grades 4-6
 - Wednesday: Newscast
 - Thursday: Fish will be decorated for "Sea of Fish." What does Respect mean to me? 7th Grade Community Walk, "Respecting Your Environment." Pre K-4 research community program to take part in.
 - Friday: Mascot & "Dress to Respect," dress as a historical figure that promoted respect.

2. School Violence Awareness-Week of October 15

Monday: Prosecutor's Office will present an assembly to Grades 4-7 & Police Department for grades Pre K-3. Each classroom will create a Bully Free Banner

Tuesday: Unity Day-wear one specific color; bracelets will be distributed.

Wednesday: "Role Play Day" for Teachers-perform a skit and engage in class discussion

Thursday: Fruit tree planting -Ask nursery to donate a fruit tree

Friday: Bully Free March

3. Technology

a. new printers installed in science lab and teacher resource room

b. Read 180 set up

c. Classroom laptop carts do not have Microsoft Office

B. Starry Story Night/Hispanic Heritage/Town Hall meeting

a. Town Hall 5-6pm led by Data and Curriculum Committees

b. Starry Story 6-7pm-Volunteers needed

C. Hispanic and Vendors 7-8pm