

School Leadership Team

Minutes for Meeting on September 25, 2018

Present: F. Alcantara, G. Murphy, K. Smith, J. Laguna, M. Valere, C. Walker, S. Guerra, D. Goeller

Absent: J. Mooney

- Call to Order
- August Minutes
- Review of “2018-19 At-A-Glance ASP Cycle Review”
- SIP GOALS & ACTION STEPS
 - Focus on Math Action Steps
 - Interim Math Goal- Administer Baseline Diagnostic in iReady by November 15th. At the moment, approximately 95% of students have taken this assessment. Plan is for additional students to be tested well in advance of the deadline.
 - Step 1: Completed: Teacher-Leaders have been identified and given training to turn-key to other staff members.
 - Step 2: Completed: Test schedule for iReady and NWEA has been created.
 - Step 3: Completed: 45 minute intervention periods for Tier 3 students are now in their 3rd year. Currently in grades 1-4. Grades 3 & 4 have it 3 times a week. Grades 1 & 2 have it 2 times a week. Not yet built in for Kindergarten.
 - Step 4: In-Progress.
 - Step 5: In-Progress: Students have been identified for Tier 2 & 3 interventions. Interventions will be offered for students in grades 1-4. Decision to omit grades 5-7 is based on evidence from prior years of poor student attendance. Furthermore, it has been difficult to recruit teachers to facilitate for those grades as well. Saturday Program for ELL’s will be for grades 4-7. After School Program for ELL’s will be for grades 1-3.
 - Step 6: In Progress- Parent workshop on iReady to be held next week (first week of October). Back-to-School night was used as a introduction to the curriculum.
 - Step 7: Completed: All licenses were purchased.
 - Step 8: In-Progress.
 - Step 9: In-Progress.
 - Focus on ELA Action Steps
 - Interim ELA goal of having baseline assessment completed by November 15. Kindergarten has not had baseline test. Select Grade 1 students

need to have technical issues resolved. Grades 2-7 have been assessed. K-2 Self-Contained class is In-Progress.

- Step 1: In Progress
- Step 2: In-Progress.
- Step 3: In-Progress via Professional Development, Coaching Cycles, Student Work Review Protocols, etc.
- Step 4: Has not yet commenced.
- Step 5: Has not yet commenced.
- Step 6: Teams have been asked to identify dates to complete Student Work Protocols.
- Step 7: In-Progress: Student Data Conferences have begun this week and will be finished by next week. School-Wide data reviews will be discussed during staff meetings.
- Step 8: In-Progress: Reviewed in content and grade-level CPT. Have not yet had the opportunity to hold staff accountable for results since the year has just begun. Full training for staff has not been completed.
- Step 9: In-Progress. A meeting is set and a schedule has been created to achieve this.
- Focus on Social-Emotional Action Steps
 - Interim Goal: Need to request survey from Dr. Russo.
 - Step 1: Has not yet commenced.
 - Step 2: Has not yet commenced.
 - Step 3: Has not yet commenced.
 - Step 4: In-Progress: Some training in Restorative Justice has been taken (Circle Talk strategy).
 - Step 5: Has not yet commenced.
- CLIMATE & CULTURE
 - Teacher attendance: Moving forward Murphy will bring this information to meetings.
 - Student attendance: Moving forward Alcantara will bring this information to meetings.
 - Chronic Absenteeism: 56 students noted as being chronically absent (5+% absent). Numbers may be inflated, as just one absence in the 12 days so far this year (8.33%). 32 students on this list have just one absence (57% of students on the list). Individual issues will need to be remediated. An "Attendance Committee" will be created with Alcantara, Murphy, Laguna, Gilliam, and possibly Laurore. Reviewed data from previous school year to identify chronic absenteeism from previous year. Attendance mentors will be assigned to students as needed.
 - Suspensions: None.
 - Climate Culture Survey Rates: Parents took this at Back-to-School night and has been posted to ClassDojo.
- INSTRUCTION

- Teacher Evaluation: Some have started
- SGO Completion: In-Progress. Templates have been released.
- Professional Development: In-Progress: Schedule created by the district, but days have not been held.
- ASSESSMENT & INTERVENTION
 - Ms. Valere will lead this area.
- ENGLISH LANGUAGE ARTS
 - Led by Guerra for 3-7 and Smith for K-2
 - Valere lead for ELL
- MATHEMATICS
 - Led by Alcantara for 3-7 and Smith for K-2
 - Valere lead for ELL
- PROFESSIONAL DEVELOPMENT
 - Led by Murphy
- INTERVENTIONS
 - Led by Alcantara. Average enrolled input by After School teachers.
- WALKTHROUGHS
 - Led by Alcantara & Murphy
- ASSESSMENT
 - Led by Valere for ELL
- ENGLISH LANGUAGE ARTS
 - Led by Guerra for 3-7 and Smith for K-2
 - Valere lead for ELL
- MATHEMATICS
 - Led by Alcantara for 3-7 and Smith for K-2
 - Valere lead for ELL
- Data Review
 - Will be held on November 13th

ACTION ITEMS FOR NEXT MEETING

- “Administrator Discussion Questions” from “2018-19 At-A-Glance ASP Cycle Review”
- Complete School Calendar
- Next SLT meeting will be October 10th at 3:10.