

Allen Jay Elementary

Meeting Minutes

Meeting Date: 12/10/2019 - 3:00pm

Title: SIT 12.10.19

Location: Room 14

I. Attendance

Team Members:

Brittany Nunes, Namra Ahmed, Maya Bell, Laurea Ferguson, Carla Flores-Ballesteros, Wenalyn Glenn, Kelli Hackstall, Wendi Patterson, Gabrielle Piacentinin, Socrates Razo, Marcia Renne, Samantha Rinehart, Helena Rushby, Nicole Salter, Kathleen Tuttle, Pa Vue

Guests:

II. Celebrate recent successes

5th grade is making headway with fractions

AJE beautification day was a success

Received a check from Volvo – over \$4,000

Will be used to purchase picnic tables and outdoor trash cans

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

Motion to approval by Patterson, seconded by Renee, approved by team

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

****SIP Submission Feedback***

It has been received by the state and has been assigned for review.

****Facilities***

The GCS plan for facilities improvement has been posted online.

We are near the top of the list for schools that will receive improvement/rennovations if the bond passes.

****Calibration Survey Comments***

Prioritize top 10 survey comments that we would like feedback on.

Discussion:

What integrated PD topics would you like to see that applies to all students?

What are things we can control?

What ways can we provide feedback that can help you feel more accountable?

Why is it a problem? Is it a problem for the teacher, or a problem for students?

Professional development – is it applicable for everyone?

Give programs sufficient time to produce outcomes

Planning time – grade levels feeling that they are not getting enough time to work with each other.

Are you missing it after school or during the day?

Feedback – what type of feedback are you expecting?

Making decisions, voicing opinions.

Leadership team can help address this by taking information back to grade levels and bringing their input back to meetings.

Is this decision making for school-wide issues, or classroom level issues such as planning and curriculum?

Teaching assistants feel pulled across many grade levels and don't understand why.

Test-taking strategies taught across grade levels – commit to a few common techniques

Could we compile the strategies that are being used? Have grade levels submit their top three.

VII. Other Business

Action Taken:

***Pictures**

The new photo studio we are using distributes photos of students by teacher, by grade level.

Leadership members will take student photos back to their grade level to be put on attendance cards.

***Tutoring**

We received tutoring funds. We will begin the week we come back from break, January 6th. It will continue until May.

Take place on Wednesdays and Thursdays.

Transportation – the buses will not get here until 4:45.

Tutoring would be until 4:10.

Students who have to wait for the bus could go to the computer lab.

2 teachers per grade level per week will be paid from tutoring funds. Teachers will get paid for 1 hour.

2 teaching assistants could also be paid – 1 TA would work on Wednesday, and 1 on Thursday

Ballesteros will send a form for teachers to complete with name and addresses of students who are riding the bus.

Grade levels decide during PLC next week who will be receive a letter to invite students to tutoring.

Group size: no more than 8 students

Eason and Wentworth will also be pulling students for ELA tutoring beginning in January.

Trina Cheek will have a roster to provide snack.

*Title I – Teacher-Parent Involvement liaison

GCS is looking for a staff-member to be this liaison – ideally a teacher who is also a parent.
It is a paid (stipend) position.

Food for Thought

Chocolate cupcakes on Friday! 😊

Every grade level needs to be prepared on Monday to perform.

Kelsey Brandt is coming January 6th as an interim counselor.

Calendar Updates

-December 16th Staff Meeting until 4:30

-December 17th Eureka Math Coaching Day

-January 3rd Teacher Workday

-January 23rd Report Cards to Admin

-January 30th Data day 3-5

Do not cancel a substitute job for Jan 30th or Feb 6th

-January 30th Student Led Conferences 5:30 – 7:00

-January 31st Honor Roll Assemblies by grade level

Everybody's grades need to be put in by this Friday

Will be rescheduled to February 3rd.

-February 6th Data Day K-2

VIII. Next Meeting

Date: 01/14/2020

Time: 3:00pm

Title: SIT 1.14.20

Location: Room 14

IX. Adjourn

4:03pm