

Allen Jay Elementary

Meeting Minutes

Meeting Date: 08/03/2020 - 8:00am

Title: SIT 08.03.20 VM

Location: Microsoft Teams

I. Attendance

Team Members:

Courtney Cornelison , Brittany Nunes, Samina Bahadur, Kelsey Brand, Laurea Ferguson, Wenalyn Glenn, Amanda Grooms, Kelli Hackstall, Allan Johnson, Wendi Patterson, Gabrielle Piacentini, Samantha Rinehart, Helena Rushby, Nicole Salter, Katherine Tuttle, Stephanie Verdi, Pa Vue

Guests:

II. Celebrate recent successes

Tuttle is looking into starting the PhD program at UNCG.

Renne is hoping the home buying/moving process will go well this weekend.

Rinehart's daughter graduated last weekend.

Welcome to our new members!

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

Approved by leadership team.

V. Old Business

Title 1

Our plan has been approved.

Parent involvement funds were used to order dateless agendas for students.

Some Title 1 funds have been budgeted for technology.

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

VII. Other Business

Action Taken:

a. Strong Schools NC-Public Health Tool Kit

i. The state is providing 1 thermometer per 100 students. Teachers may also purchase a thermometer for their classroom.

- ii. A face mask is recommended over a face shield or shields at desk.
- b. Best Practices Guidelines COVID 19
 - i. The office must have one entry point and exit point – parents will enter the front door and exit out the back door.
 - ii. Safety training videos (how to properly wear masks, social distance) are being created by the district in multiple languages.
 - iii. Students who arrive late or leave early – will not be escorted by other students.
 - iv. How do we encourage/enforce social distancing?
- c. Academics
 - i. First Three Weeks
 - 1. The goal is these lessons are independent/self-paced learning for the first three weeks.
 - ii. Canvas
 - 1. Nunes suggested creating a grade-level landing page for grade levels that are departmentalized.
 - 2. Canvas scavenger hunt: Find the ____ page and take a screenshot...
 - iii. Google Apps
 - iv. Traditional Calendar
 - 1. Optional workdays – August 10th & 11th - teachers can choose to work virtually or work at the school building. You can also do a blended workday – part of the day at school, part working virtually at home.
 - 2. Virtual timesheet completed by 5pm.
 - v. School Map
 - vi. Class assignments/ Master Schedule
 - 1. Teachers who change rooms will sanitize the teaching space before switching rooms.
 - 2. One grade level will potentially go to the cafeteria pending numbers and space (4th or 5th).
 - 3. Changes to the class assignments may need to occur leading up to Oct. 20.
- d. Devices
 - i. 3 classroom sets of one-to-one devices.
 - ii. Waiting for more information about devices and distribution logistics.
- e. Evaluation Process
 - i. NCEES 2020-2021 coming soon.
 - ii. We will have PDPs. Will include facilitating intentional learning and remote learning instruction.

Food For Thought

- a. Clever vs. A-Z
 - i. Raz-Kids is no longer free to teachers and students.
- b. Could we do a survey to get specific information about the types of device students are using since Canvas and other sites appears different on different devices?

- c. Are we giving out supply lists? - We have not, and GCS has not put out a supply list for this year.
 - i. Provide a checklist for parents to indicate what they are able to purchase for students so we can supplement missing supplies.
- d. Headphones should be highly encouraged for every scholar.
- e. The first three weeks – the district has not clarified the content to be covered. They have implied it will be more SEL/back to school type activities more than new curriculum.
- f. Live lessons – 2 hours each day to meet with students and schedule small groups
- g. Login sheet – Nunes will share the login sheet she created and grade levels can tweak according to their needs.
- h. Hackstall shared information for Staples rewards:
<https://www.staples.com/classroomrewards/parent/kelli-hackstall>
- i. Supplies that were ordered at the end of last year have arrived and have been delivered to classrooms.

Calendar Updates

- a. Leadership meets twice a month.
- b. Workdays begin next week.

VIII. Next Meeting

Date: 08/28/2020

Time: 9:00am

Title: SIT 08.28.20 VM

Location:

IX. Adjourn

10:00am