

Alamance Elementary

Meeting Minutes

Meeting Date: 02/05/2019 - 2:45pm

Title: Review of indicators and tasks

Location: conference room

I. Attendance

Team Members:

Erica Archer , Jeana Beasley, Emily Brame , Kelli Capps, Shea Christman, Elizabeth Cornett, Dacia Quate, Malaina Seegars, Angela Stuart

Guests: Betsy Sullivan

II. Celebrate recent successes

King/Queen Day was successful. Mid Year assessments are completed and data looks good.

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

V. Old Business

Central Supply area if it is in a secure area, teachers are comfortable with the idea. A request for a more detailed supply order form to be created has been suggested. With some organization to better utilized space, there are more areas to store some supplies. As a school, we need to purge some obsolete items. The room where the PBIS stuff is stored was mentioned as a possible location for a central supply room that is secure. The main concern is having access.

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

- A1.07 ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)
- A2.04 Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)
- A3.05 The school assesses each student at least 3 times each year to determine progress toward standard-based objectives.(5114)

Objectives Planned For

Monitor (updates made)

A1.07 – PBIS retaught and celebration – completed

A2.04 – Complete third round of CKLA coaching – completed

Mid year K-2 math assessment - revise to say that mid unit Eureka assessments will be used to plan targeted instruction and remediation.

A3.04 – ARC data – is being used to by grades 3-5 to target instruction to needs of students

Eureka coaching – we have 6-7 rounds of coaching at this point in the year.

DIBELS/TRC assessments are being used to plan and target instruction.

Career Fair will be held by April 2nd. This will be planned

B3.03 - will be continuing to work on in ILT.

VII. Other Business

Action Taken:

The issue of the Erwin and the laminator in the 3-5 workroom being left on unattended was mentioned. Seegars will discuss with the Erwin administration.

A request from EC about a heads up on fire drills was discussed. The fact that in real life, we will be unaware of a real alarm and kids need to learn how to adapt and handle fire alarms so they will not panic in a real situation.

There were some issues with the radios during the last fire drill. Channel 1 did not work correctly. There are some issues with the radios being clear during dismissal.

With the two different staffs, a mention of doing a photo staff directory so we can become more familiar with the names and faces of staff members for both schools.

Morning announcements – there are still issues with announcements being made during the HOWL show. It was mentioned that the Friday parade needs to start on time so that news show can start on time so if it runs long it will be done by 7:50. It was also suggested that Seegars and Winslow make appearances on the news show to help the kids become more familiar and connected with the administrator.

It was suggested that during afternoon car riders that Winslow and Seegars are switched to the 3-5 line to help those students become more familiar with them.

Safety patrol – we have some inconsistent students with participating in safety patrol. Mrs. Cornett will meet with them and work on the consistency issue.

Awards Day - Please make sure Specialist are included in the End of Year awards. Awilda needs to be made aware of Friday's ceremony to set up the gym appropriately.

Due to the fact that the coupons for comp time have not been put together, teachers are asked to start keeping up with a log of time.

Music in the hallways due to variation in speaker volumes classrooms is not being done. Teacher may play music on their own in the classrooms.

K-2 had some planning day time today for CKLA. It was asked if 3-5 will have any type of planning time in a similar way.

This summer, administration will work on planning earlier for PD and other events at the school so that we are effectively use our time and resources.

Kindness week in cooperation with Erwin will be happening next week. Cornett will be sending out that information next week.

Read Across America week will be March 4-8.

A request for jeans days to occur boost morale was made. Also, a reminder to dress appropriately for awards if you are presenting on Friday.

VIII. Next Meeting

Date: 03/05/2019

Time: 2:45pm

Title: Indicators review

Location: Conference room

IX. Adjourn

4:00pm
