

Alamance Elementary

Meeting Minutes

Meeting Date: 06/13/2018 - 1:30pm

Title: Erwin/Alamance Leadership team collaboration

Location: Loft

I. Attendance

Team Members:

Erica Archer , Jeana Beasley, Emily Brame , Kelli Capps, Elizabeth Cornett, Angie Forbis, Karen Halford, Jen McElroy, Dacia Quate, Vaughn Sibley, Angela Stuart

Guests: Scott Winslow, Deborah Parker, Erwin leadership team

II. Celebrate recent successes

Meeting opened with Dr. Parker from Erwin thanking us for all we have done to make them feel welcome.

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

indicators were reviewed by team members and summaries were written to wrap up this year's SIP at another time.

VII. Other Business

Action Taken:

Teams broke into mixed groups to discuss a series of guiding questions to work towards making next year flow smoothly as Erwin continues to be housed at Alamance for the 2018-2019 school year.

Notes from Break Out Session:

Q1

- Cluster by Grade Level and by School (Alamance K's together and Erwin's K's together on the same hall or in proximity in terms of side of campus) in order to foster collaboration and better facilitate

quiet areas during testing times. K-2 and 3-5 need to be more separate due to testing issues.

- Try to look for ways to limit movement of classrooms to lower stress on teachers/custodial staff. Keep in mind that teachers who move that once Erwin has their own building that movement will be happening again. Try to keep movement to a minimum while meeting the needs of students needs to be the priority.
- Ask district for moving people to come in and help with moving.
- Teachers want to know when their things are moved so they can be a part of the moving process if they can.

Q2

- Monthly grade level PLCs for the combined schools.
- Art due to the amount of materials – would be difficult to co-teach. Try to keep in separate rooms if possible. Music/PE/Media could potentially share space and creatively co-teach if the same grade levels are scheduled at the same times. This would require synching start/end times.
- Computer Lab – we need more computers. Possibly getting laptop carts for use. The laptops Alamance currently has are 8 years old and even with new batteries don't hold a charge.
- All students and rooms need to have equitable technology (computers, projectors, doc cameras, TVs, etc.)
- There are issues with toilets flushing at times, so plumbing issues need to be looked at to avoid problems.
- How are bulbs/repairs covered with two schools and two budgets.
- While unifying, remember to maintain the identities of Eagles and Wolves.
- Traffic issues for having same start/end times are a concern. We need to be able to insure that we are not blocking the fire department with arrival/dismissal for public safety.
- Cafeteria sharing – looking for ways to have lunch in the cafeteria in for all classes.

Q3

- Team Building – Camp Weaver, Escape Room, activities to help the two schools come together.
- Grants writing in a collaborative manner.
- PD – Guilford County Mandated PD done together. Kagen/Literacy PD together. When one school

has a PD, try to open it up to both schools for those who need or want it.

- ½ Day Subs for teachers to do grade level collaborative planning days for both schools.
- Monthly PLCs for the two schools together.
- Erwin needs a place for staff mailboxes.
- Erwin is Title I and Alamance is not.
- Look at SIT plans in the fall in reference to PD and if there are common areas of need/focus, look at doing those PDs together.

Q4/Q5

- Front Office – Communication to teachers. Quad needs working fire alarms and communications. We need to look for ways to reorganize the office so that it is easier for parents/staff to help with tardies, etc.
- Ident-a-Kid-Sign In for Visitors
- Fobs to get into doors – especially from the quad.
- One start/end time would help with tardies, special needs students who go on special buses, day care vans.
- A way to insure students are getting on the correct day car vans.
- ACES will have option of going to ACES at Alamance or at Erwin based on parent choice.
- Possibility of getting the DOT to come out and look at the traffic patterns and find ways to make the traffic flow more smoothly to make a common start time possible.
- Incorporating Erwin students in the Friday Parade and incorporating Erwin with the character wall.
- Looking for ways to mesh PBIS/Common rules and expectations so they are school wide common expectations of the common areas of the building.
- Reversible shirt idea.
- Remembering to be empathetic – change is hard for everyone and it is stressful for us all.
- Open lines of communication and being careful to share information until we are certain we have the correct information.
- Parent Information Sessions. Will need to have 2 sessions to accommodate this many people.

- Student Information Sessions – we need to have students share some of the things that are unique to both classes. Maybe mix up book buddy classes between school.
- Work not to overwhelm students and community as we work to make the co-school situation work.
- AG for Alamance – her largest group is 20 kids, so she needs a room large enough to handle that number of students.
- Co-Grant Writing Team – Capps, Beasley, Cravey, Young
- Be mindful of how things are presented in the community to insure a positive view is held by the community.

VIII. Next Meeting

Date:

Time:

Title:

Location:

IX. Adjourn

3:30pm
