

SBPT 10/1/24

Work Plan

Meeting Date	Objectives for this Meeting	Next Steps to Complete in time for this Meeting
October 1, 2024	<ul style="list-style-type: none"> ● Writing Programs ● Needs/Wants ● Assigning Roles ● Grade Level Meetings ● Constituencies 	<ul style="list-style-type: none"> ● Be A Writer/ Get feedback on kits- feedback will be provided by Friday. Mr. Freeman said he'd also ask teachers as he goes to classrooms. ● Generation Genius- ask math/science departments (Dr. Coffey & Dr. Paco), seek next steps from there. ● Flocabulary- Reach out to Sandra Galbato-Kunsmann ● Mr. Freeman suggested rotating roles for future meetings. Roles assigned for November & December ● After Oct. 2 Meetings, Classroom teachers will be creating the GLM Agendas revolving around the SCEP/District Initiatives. GLM's will be led by Classroom Teachers. Location TBD by Grade Level Teams. Communicate location to admin/office ● Schultheis- Prek-2 ● Eberhart- Specials/Services ● Ms. Smith- Parent ● Seawright- Para/TA's- RAP Survey about PD ● Sanchez- 5/6 ● Milian-3/ 4 ● Mendez- BENTE ● Conversation regarding data documentation. Before any formal expectation, PD should be offered.
Roles for Nov./Dec.		<p>11/5/24 Notetaker- Sanchez, Facilitator- Eberhart Time- Mendez</p> <p>12/3/24 Notetaker- Milian Facilitator- Schultheis, Time-Sanchez</p>

Upcoming Meetings-11/5/24, 12/3/24, 1/7/25, 2/4/25, 3/4/25, 4/1/25, 5/6/25, 6/3/25

Facilitator: Mr. Freeman

Time keeper:

Note taker: Nancy Eberhart

Next steps tracker:

Norms Tracker:

Cherese Hall- Visiting from Office of Professional Learning

Ms. Seawright

Ms Katherine Smith, Parent

Ms. Schultheis

Ms. Milian- Holmes

Ms. Sanchez

Ms. Mendez

Schedule [55 min)

Time	M i n s	Activity
8:00-8:10	5	Introductions- Welcome to Cherese Hall, Mrs. Seawright (RAP), Ms. Mendez (BENTE), Ms. Smith (Parent Rep.) Teachers- Nancy Eberhart, RTA Rep, Amy Schultheis, Ana Milian- Holmes, Narlene Sanchez Administrator- Redell Freeman
8:10-8:15	5	Assign roles: Facilitator- Mr. Freeman Notetaker- Ms. Eberhart Roles for 11/5/24: Facilitator- Eberhart, Notetaker- Sanchez, Time Keeper- Mendez
8:15-8:20	5	Feedback- Writing Curriculum Feedback- Be A Writer, SBPT & Mr. Freeman will be reporting back who has kits. Teacher Needs/Wants- Generation Genius (math/science)- Ms. Hall recommended first reaching out to science/math departments (Dr. Coffey & Dr. Paco) to see if it can be acquired through them. Flocabulary- Ms. Hall recommended reaching out to Sandra Galbato- Kunsman to see if it can be acquired through her first. Grade Level Meetings- Grade Level Meetings for Oct. 2nd will remain as they've been running so far this year. The following weeks, Grade Level Meeting Agendas will be formed by classroom teachers revolving around the SCEP Plan and District Initiatives. Classroom teachers will run the meetings. Location of meetings TBD by grade levels. The location(s) should be shared with Administration and Office Staff.
8:20-8:25	5	Constituencies Assigned- Ms. Schultheis- Prek-2 Ms. Milian- Holmes- Grades 3 & 4 Ms. Sanchez- Grades 5 & 6

		<p>Ms. Eberhart- Specials and Special Services Ms. Katherine Smith- Parents Ms. Seawright- Paraprofessionals & TA's Ms. Mendez- BENTE</p>
8:25-8 :45	1 5	<p>New Business-</p> <p>Ms. Milian- Holmes inquired about a SBPT decision regarding Novel Studies for certain grade levels. There was agreement that Novel Studies are motivating and successful for students.</p> <p>Data Documentation- There was conversation revolving around data documentation. Before any formal expectation around data documentation, there should be PD for teachers. Mr. Freeman suggested we look into a day to do PD on this topic.</p>
8:45-8 :55	1 0	<p>Agenda Items for 11/5/24</p> <ul style="list-style-type: none"> ● Formalizing Novel Studies (SBPT to bring back feedback) ● Looking at DOK Questions ● Possible PD Day for Data Documentation ● Title 1 Funds <p>New business:</p> <ul style="list-style-type: none"> ● Smith asked for an update from the last meeting regarding the novel studies Milian suggested. ● -Smith asked if there were written guidelines and would like to revisit this topic after student state testing. ● Seawright proposed changing format of student/parent engagement. She stated we are still waiting department approval. ● Mendez explained that Title 1 funds has no room to change once submitted for approval. ● Smith asked for an update on DOK and stated that each classroom teacher handles this differently. He said that when ADM or CO visits classrooms, teachers should be able to provide documentation and answer any questions. ● Smith asked for an update on Being a Writer and where the material was ordered in previous years. Schulties, Sanchez, and Milian will work on locating textbooks and organizing them to be used again for this school year. ● Eberhart asked about having PDs. ● Smith stated that due to regular school hours, it would be difficult to plan anything for after school, but he is open to the idea. ● Eberhart asked if they could have PD during the off months/Half Days. ● Smith said he would re-email the Central Office calendar with those dates.

December 3, 2024

Title 1:

Plan discussed and approved.

Being a Writer

- K-2 is following district expectations
- Grade 3-4 All teachers have kits and are interested in implementing Being a Writer
- Grade 5-6 Mrs. Meeks & Mrs. Schulties has a Kit
- If teachers are in need of trade books for Being a Writer please see Mrs. Reuter needs a week's notice
- Grades 3-5 will implement Being a Writer into their writing block

Intervention

- During the 30 minutes when students are receiving tier 3 intervention classroom teachers are providing intervention to students in their classroom (face to face, centers, iReady, etc.)
- At least 5 students per group should be pulled for intervention for 30 minutes by the intervention teacher
- Discuss with intervention teacher first regarding group size, frequency and intensity of tier 3 intervention if no resolve see Mr. Smith

Grade Level Meeting & PD

- Panorama PD will occur during half day
- Teacher can seek additional Panorama support if needed during Grade Level Meeting

Other

- K-3 are receiving updated Chromebooks

Next Agenda Items

PD Calendar

School Improvement Plan

Data Tracker Clarification

Roles:

Facilitator: Mrs. Dixon

Time Keeper: Mrs. Sanchez

Recorder: Ms. Shulties

