

**Wilson Foundation Academy**  
**School Based - Planning Team meeting**  
**Date: September 16, 2020 @ 3:30 pm**

**Facilitator:** Kevin  
**Time keeper:** Lowan  
**Note taker:** Katie  
**Backup Note taker:**

Min	Lead	TOPIC	Activity
min	All	Kudos/Celebrations	<p><b>NOTES:</b></p> <p>Staff is working together with technology concerns.            Staff survey was appreciated.</p>
min	Dee/All	Opening Feedback	<p><b>NOTES:</b></p> <p>-Friday check-in with staff will be scheduled.            -7th and 8th grade attendance has been low            -Some chromebooks still need to be passed out, but the majority have be disseminated to families            -Ms. Bumphis is looking into whether or not students who had chromebooks from last year are working</p>
min	LoWan/Katie	PD Update Guest - Marie Rice	<p><b>NOTES:</b></p> <p>-Dr. Rice conducted a PD focus group and survey of staff</p> <p>-Survey asked what PD will help staff positively impact students?</p> <p>-80% of staff conduct at least 36 hours of PD</p>

			<p>-69% staff prefer to attend pd after school on site.</p> <p>-48% of staff book club</p> <p>-31% prefer collegial circles</p> <p>-59% of staff like guest presenters come in</p> <p>-Reading, writing, and math are preferred subjects for PD</p> <p>-My view was of greatest interest</p> <p>Most interest was in “beyond the basics” for IB and PYP</p> <p>Staff were interested in Cultural Relevancy, teaching tolerance and social justice.</p> <p>Refer to the document shared by Dr. Rice for overall ranking of staff interest in PD</p> <p>Zones of regulation training - could it be done again?</p> <p>Dr. Rice will re-visit staff desire for more distance learning PD</p> <p><b>Recommendations from focus groups:</b></p> <p>Focused PD - why is it being offered? What does it tie back to?</p> <p>*Make sure we know the WHY to the PD offered</p> <p>-Staff desires a yearly calendar to know ahead of time. This will allow them to plan for the year. (Dr. Matthew shared that this is shared with staff at the beginning of each year)</p> <p>- Scaffolding was mentioned in survey</p> <p>-Suggestions will be shared with the PD committee.</p>
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min	Katie	IB Update	<p>-All new staff received a quick training on September 11th.          -staff placed by mid summer received more extensive training in August. Not all of them took advantage of it.          -PYP verification visit will be scheduled as soon as all new staff receive IB approved training.          -This will take place remotely</p> <p>NOTES:</p>
min			<p>Next month: confirm staffing and PD schedule          Parent teacher conferences- Tuesday Oct. 20th          Curriculum night - Sept. 29th - Possibly a video ahead of time and release it on the 29th</p>
	<b>Parking Lot</b>		

Attendance (X = present)

Deasure Matthew	x	Lowan Brown	x	David Dorsey	x
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Chantal Lischer	x	Katie Chinappi	x	Michele Domina	x
Kevin Morrissey	x	Nancy Gossin	x	Tiffany Bumphis	x
Marie Rice (guest)	x	Ashley Broughton	X		