

Meeting Wise Template Adapted for School #35

Grade Level Team: _____

Location: Zoom

Date: April 28, 2022

*****REMEMBER TO MAKE A COPY FIRST*****

Topic: <ul style="list-style-type: none"> ● Creating guidance documents for ela/math/writing workshops ● Meeting times added: 4/28, 5/3, 5/17: 2-3pm ● Summer Work Authorization ● School Improvement Plan ● Writing Programs 	Attendees: Tellex, Torres, McNamara, Santana-Torres, Holberton, Sanchez Facilitator: Notetaker: Timekeeper:	Terms	Constituents
		Quinones: 9/23	5, 6 & Mendez
		Tellex: 9/22	K, 1 & 2
		McNamara: 9/22	Specials, Intervention & ENL
		Torres: 9/23	3, 4 & Related services
		Sanchez	Paras, TA & Primary Project

Meeting objectives:

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To prepare for this meeting, please:

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Schedule -

Time	Minutes	Activity
2:15-2:25		Creating guidance documents for ela/math/writing workshops https://docs.google.com/document/d/1A4ozhcy8hCvBEh8ih-kZNuDsoqv2ZIYA/edit?usp=sharing&oid=110022178003465292220&rtpof=true&sd=true https://docs.google.com/document/d/1E7PyUtOgooWzrx5Uv2R4MreW1v9tUbVP/edit?usp=sharing&oid=110022178003465292220&rtpof=true&sd=true <ul style="list-style-type: none"> ● Would like to create an ELA/ Math/ Writing workshop model to attach to instructional framework handout. ● It could be a vehicle used during grade level meetings/ aligned

		<p>with SCEP</p> <ul style="list-style-type: none"> • Leaving more of the operational pieces into the handbook, and instructional pieces/ priorities in a separate location that is a living document. • Would be better to be more tangible than digital • Key elements of the SCEP would be included as well. • Report card comments: Include some Spanish examples as well (Torres). • This year the SCEP was included in the PD planning as well as grade level meetings. Cultural awareness will be touched upon in May. Another learning walk will be mid may. • This handout will be able to support in teachers planning. • Need to check the MTSS referral form and set up dates to meet with teachers. •
2:25-2:45		<ul style="list-style-type: none"> • 10 hours have been added in for the summer (paid) to work on developing a writing program/ comprehensive writers workshop with vertical teams. • Torres: Looked into MyView and Lucy Caulkins. • It would be great if the ELA department could create google slides with writing lessons similar to the math department PD's. Torres has master slides that she has created. If we created grade level google slides for our school based on the writing curriculum, it would be easier to have everyone aligned and on the same page. • We need something that we can say this is what we do at Pinnacle School 35. • It will always be narrative, persuasive, informative and any other specific to primary/ intermediate. It would be great to have something that is not necessarily tied to a writing curriculum. • This next year we know we will have MyView/ MiVision. • We can have a template made and add to it. • In MyView- there are 5 units which ties into the reading where there are also 5 units. • How does primary look versus intermediate? • Looking at vertical teams (K-2, 3-4, 5-6?) pending school board approval. • This team would turnkey to the school and provide support. These are essentials that happen at school 35.
2:45-3:00		<ul style="list-style-type: none"> • Datawise is working with our school improvement plan

		<ul style="list-style-type: none"> ● Focus should be to get all students to grade level. ● SBPT should go through and look at SIP powerpoint <ul style="list-style-type: none"> ○ Color code notes into the SIP powerpoint before 5/3/22
3:15		<ul style="list-style-type: none"> ● Building sub, para's- slotted for next year and the following year. ● Cultural club: Met on Tuesday and have established a presentation for superintendents day.
3:30		<ul style="list-style-type: none"> ● We will be meeting to interview for the open intervention position. There are 3 in building applicants.