**Meeting Wise Template Adapted for School #35**

*Grade Level Team:\_\_\_\_\_\_\_\_\_*

*Location: \_\_Zoom\_\_\_\_\_\_*

*Date:* **(the 1st Wednesday of every month)**

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

| **Topic:** | **Attendees**: Santana, Sanchez, Stein, Tellex, McNamara, Holberton, Lezeska, Maria, **Facilitator:** Erin Tellex**Notetaker:** Vanessa McNamara**Timekeeper:** Jamie Stein |
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| **Meeting objectives:****AGENDA:*** Work on the scep
* Develop the team
* Added members for next time to work on scep
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| **To prepare for this meeting, please:** |
| **Schedule -** |
| **Time** | **Minutes** | **Activity** |
| 8:30 |  | SCEP Team* McNamara (BIL SPED), Santana, Sanchez (RAP), Maria (Bente), Stein & Tellex (Primary), Holberton, Lezeska (3-6),
* Need ESOL (Suman?), Need BIL Intermediate, Intervention (Bickom?),
* By 5/15 we need to have student interviews completed. Waiting on questions.
* Next week (Mon/ Tues), we can begin student interviews at school.
* We should include K-2, however reword questions to the younger students depending on depth of questions.
* Main focus is on 3-5
* Make sure we include all population from our school (boy, girl, esol, etc.)
* Team can possibly meet on Wednesday 1-2
* Hopefully today or Friday we will have a template
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| 8:45 |  | * As a team for next year and next month we can review the assessments that we need to do for next year.
* Successmaker- there are tests that need to be given (formative and formal). Need to make sure those are given.
* By 5/7 we will find out what parents are looking for remote only for next year. We will also find out if the district is hiring remote only teachers for next year.
* Math PD. We are supposed to be covering the engage curriculum. Our technology will need to enhance what we are doing. If we are using zearn or dreambox, we have to make sure that everything aligns with the curriculum.
* I-Station has been secured for k-2. The request has been submitted and are waiting for PD training. This will be available throughout the summer. The district will pick up the program for next year for k-5.
* 6th grade teachers are on a pilot science program. We should have a conversation with 6th grade to see how the program is going. (McNamara will speak with 6th to see how the program is going).
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|  |  | * The first Wednesday of every month to meet with SBPT.
* SCEP team (waiting on questions). **Quick setup meeting today at 1pm.**
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|  |  | * SPED students need to show increase in academic improvement. District needs to see that SPED are receiving instruction at their grade level.
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