

Meeting Wise Template Adapted for School #35

Grade Level Team: _____

Location: Zoom

Date: 7/20/21

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

Topic: Preparing for September	Attendees: Stein, McNamara, Maria, Lezeska, Mrs. Santana, Mrs. Holberton Facilitator: Notetaker: Timekeeper:	
Meeting objectives: <ul style="list-style-type: none"> ● Assessment Calendar ● PD Calendar ● Summer Institute ● Supplemental Enrichment workbooks 		
To prepare for this meeting, please: <ul style="list-style-type: none"> ● 		
Schedule - Future schedule for summer meetings Tuesdays at 9:00 am July 20th , Aug. 10th and 17th .		
Time	Minutes	Activity
9:00		Assessment Calendar <ul style="list-style-type: none"> - Mathews is looking at it to update it with I-Station. The district has certain assessments that they want us to do, so as a team we need to figure out what other assessments are needed to be added to that calendar. - It will be added to the next agenda to review as a team. - CFA's will be K & up next year. Will the CFA's replace the unit assessments? (Question for ELA department). Math CFA is done 3 times a year, grades 3-6. The district wants K-6 to now do CFA's to ensure that they are working towards grade level. - NWEA, miVision & myView (unit assessments)

		<p>as well. The unit assessments are long- did the ELA department adjust the schedule for these assessments? It may look different for primary than intermediate. Cold reads are able to be assigned or done 1:1.</p> <ul style="list-style-type: none"> - Successmaker will need to be taken in the beginning of the school year as a pre-assessment. I-Station will hopefully replace successmaker in the bilingual classrooms. - Amy Joseph is looking at creating an easier way to pull resources within myview to assist with skills.
9:10		<p>Supplemental Enrichment workbooks</p> <ul style="list-style-type: none"> - Measuring Up books (available online as well) - They were used before to get ready for test prep - ELA (2020 update) & Math (2020 update) - Updated to reflect national standards - Could possibly be used for hw rather than in class work. It could be a piece that parent and child work on together to help supplement? Classroom volunteers could also do this as a review with students. - Gives step by step directions and models work. - What grades? Doesn't have to be all grades? - Wants thoughts and feedback <ul style="list-style-type: none"> - Not good for primary - Intermediate? 3-6? - Supplemental work to help them bridge gaps - If we do decide to do this- it should start in September. - McNamara will reach out to grades 5 & 6 and Lezeska will reach out to grades 3 & 4. -
9:30		<p>Summer Institute</p> <ul style="list-style-type: none"> - We have solidified 4 or 5 speakers/ presenters in addition to bilingual staff for the 23rd & 24th PD days. - A survey will come out to express interest in the PD opportunities for staff to sign up. .

		<ul style="list-style-type: none">- A summer letter will come out to staff in July with the topics and dates. It will also be put in google classroom.
		<p>Supplies needed for next year:</p> <ul style="list-style-type: none">- Primary journals- Scissors- Folders (multiple colors)- Chart paper- Dry erase boards/ markers- Zipper pencil holders- Backpacks- Pop its- Glue sticks
		<p>Agenda for next time (8/10)</p> <ul style="list-style-type: none">- Assessment calendar (update)- Summer Institute- PD plan for the year