

John Walton Spencer School No. 16
School Based Planning Team Minutes

Date: December 12, 2018

Members Present: M. Allen (via telephone), E. Brown, L. Garrow, L. Gauvin, P. Givens K. Hall, G. Harrison, E. Martinez, J. Osborne, C. Roberts

1. State Visit – The state visit has been postponed until later this school year.
2. Math IDLs (procedures, monitoring, intervention) – An email was sent to intermediate teachers from M. Michel asking for ideal intervention times. Intermediate teachers who have not responded should follow up immediately with M. Michel or J. Osborne. Other information in regards to math intervention was covered in November. Interested staff should revisit November's minutes for further clarification.
3. PD Request – The particular PD request was denied approval. It needs to be rewritten with clarification on: how the PD enhances teacher development, how student progress will be measured, strategies implemented, and what the adults are doing during the prescribed times.
4. RCSD School Expo and Fair – This year's event will be held at the Riverside Convention Center on January 12, 2019 from 9:00a.m.-2:00p.m. SBPT would like representation from the grade levels, special subjects, and support services. We are asking staff to sign up for at least one 2-hour rotation (8:45- 10:45, 10:45- 12:45, and 12:45-2:45). The booth is 10 x 10 and should include: program description, student success data, last year's intervention data, school resources, activities and opportunities, and student work samples from all areas and subjects. It can be set up the previous day. Must bring supplies can include: extension cords, display boards, TV monitor, etc.
5. LLI Updates – Data meetings for first, fourth, and fifth grades will take place next week (week of December 17-20). Exit criteria have been established and is forthcoming for students who no longer need intervention. An additional Green and an additional red kit have been ordered by the ELA Department and are currently en route. Mrs. Roberts will be meeting again soon with the ELA Department and Deputy Superintendent to discuss LLI.

Several teachers have noted good improvement in DRA scores since implementing LLI 6 or fewer weeks ago. For example:

- Two fourth grade students moved up 4 DRA levels (from 10 to 18)
- A first grader moved from a DRA level 3 to a 10
- A third grade student moved up 2 DRA levels

6. Title 1 Parent and Family Engagement – From this point on, SBPT needs to formally approve, and record the approval in the minutes, Title 1 budget items for events. SBPT approved an event Ms. Brown planned called Art with Arithmetic. In this event, parents will use math concepts to complete a painting.
7. January 11th Half-Day – The afternoon will be broken into 2 hour long sessions (1:00-2:00 and 2:00-3:00) that teachers will register for based on their own needs. The topics are: Classroom Management, Morning Meetings/Restorative Practice, LLI, Playworks, and Maximizing Instructional Time. The half day will end with a closing meeting from 3:00-3:30. Administrators will work on securing facilitators for the day's sessions.

Next Meeting: January 9, 2019

Agenda: School Expo and Fair Update

Half Day Updates

New Business

Timekeeper: P. Givens

Minutes: M. McMIndes

Facilitator: K. Hall