



John Walton Spencer School #16

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“Our School, Where Children and Learning Come First”

School Based Planning Team Agenda and Minutes

Meeting Date: Aug 31, 2023

Meeting Time: 3:45-4:45

Members Present: Michele Michel; Kerry Hall; Courtney Smart; Lauren Gauvin; Lisa Garrow; Jennifer Osborne; Rob Burns; Tracy Buttars; Jill Francis; Lisa Oliver

Agenda Items:

- I. Sign off on previous meeting's minutes
- II. Co-Teaching Model
- III. New Business

Roles:

Facilitator: L. Garrow ▾ Timekeeper: Choose One ▾ Minutes: C. Smart ▾

Minutes:

1. Co-Teaching Model

- a. A unanimous vote was taken that the co-teaching model be used as a choice for the grade levels.
- b. This model would be particularly used in Writer's Workshop, Science/Social Studies. Ms. Garrow shared that this will have a cap - 20 students per 1 teacher.
- c. Special Education can discuss how to use this model if it is deemed something that can be used between the classroom.
- d. Writer's workshop can continue when there is a substitute teacher involved. The teacher who is present can take the lead of the Writer's lesson while the substitute teacher supports. This needs to be reflected in the sub plans for the day.
- e. The power of 2 and kids needs to be met in order for this concept to be able to be used.
- f. Teachers shared that this model would benefit the students and the teachers. Teachers would collaborate with each other

- g. Questions came up about how this would work and fit into the schedule. K. Hall and L. Gauvin shared their schedule and how they could fit this co-teaching model within the day. Teachers would still be doing ELA and Math separately, and would come together for a co-teaching model.
- h. Concerns were made about timing and making minutes add up; Genius Hour and minutes
- i. Teachers need to be following the writer's guidance and what does the model look like. In a co-teaching model; one teacher teaches the Writer's mini lesson, and then break students into small groups based on the needs of the students. They then can come together again for a closing of Writer's Workshop. Teachers can then conference with students together, and quickly.