



Scott Altman Primary School

Scott Altman Primary School ~ Back to School Retreat ~

Group:	Staff	Location:	Altman Learning Center
Date:	August 17, 2015	Time:	10:00 – 3:00

Group Leader: Lynn Brown			
Members in attendance: All Staff			
Please bring:			
Agenda Item	Facilitator	Outcome	Notes
Welcome Back and Introduction of New Staff	Lynn	Meet and Greet	
Team Builder	Lynn	Get to Know Staff	
Summer Work Review	Staff	Awareness	
Google Accounts	Angie Arnold	Understanding	
Lunch	SAPS	Nourishment	
SWIP Goal	SWIP Team	Understanding	
Beginning of the Year... Need to Knows	Lynn	Understanding	
Evaluation Information	Lynn	Understanding	
Parking Lot	Lynn	Answers	



Scott Altman Primary School ~ Back to School Retreat ~			
Group:	Staff	Location:	Altman Learning Center and Teacher Classrooms
Date:	August 18, 2015	Time:	12:00 – 6:00

Group Leader: Lynn Brown			
Members in attendance: All Staff			
Please bring: <i>Number Talks</i>			
Agenda Item	Facilitator	Outcome	Notes
Number Talks	SWIP Team	Understanding	
Grade Level Planning	Teachers	Planning	
Teacher Classroom Work	Teachers	Prepared Classroom	
Meet Your Teacher	Staff	Meet and Greet Students and Parents	
Parking Lot	Lynn	Answers	

WELCOME BACK!

Dear Dirksen staff,

I hope all of you have had a very enjoyable summer filled with family, friends, fun, and relaxation. ☺ Please make sure you take some time with friends and family to squeeze in a few moments of fun before summer is officially over.

Many of you have been in the building and put in many hours preparing your rooms for the students. I wish everyone knew how much time, effort, and energy that teachers put in even before one student steps into his/her classroom at the beginning of the year. I truly admire your dedication to our students and your profession. THANK YOU!

I am pleased to announce our new additions to our Dirksen family. **Natalie Filarski** is joining Teri Carr in kindergarten. **Clint Baldwin** is our new P.E. teacher at Dirksen and Jefferson. We also have two new special education paraprofessionals at Dirksen. **Deb Swegle** will be working with a first grade student, and **Debbie Thurman** will be working with Bridget Kimmey.

We are also very excited to host three Illinois State University interns through the PDS program. **Shelby Miller** will be with Caitlyn Jacobson in 1st grade, **Gwen Ayler** will be with Lea Ann Juska in 2nd grade, and **Madison Strebel** will be with Heather Tharp in 2nd grade.

The district retreat will be held at Washington Intermediate School on **Monday morning, August 17, from 8:30 a.m. to approximately 10:30 a.m.** in the auditorium. I have included the building institute agenda we will follow. This is a general overview of what we will cover next Monday and Tuesday.

Please drop by the office, text, email, or call me at school or on my cell phone (613-0951) if you have any questions. ☺ Please let me know what I can do to help everyone have a successful experience at Dirksen Primary School.

Sincerely,

Melissa Lard
Melissa Lard



The District Institute will begin at **8:30am** on Monday, August 18 at Washington Auditorium. Please proceed to Dirksen upon the completion of the District Institute. Thank you!

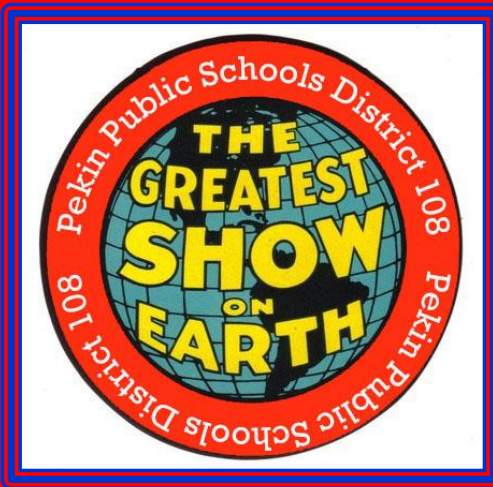
DIRKSEN INSTITUTE: DAY ONE

Monday

August 17, 2015

10:30 a.m. – 3:30p.m.

Community Room



- ★ “Under the Big Top”
- ★ Housekeeping
- ★ Meet the Teacher Info
- ★ “High Wire Act”
- ★ PGP Presentation
- ★ LUNCH 12:30pm – 1:30pm
- ★ Room Prep OR Grade Level Planning
 - 1:30pm – 3:30pm



DIRKSEN INSTITUTE: DAY TWO

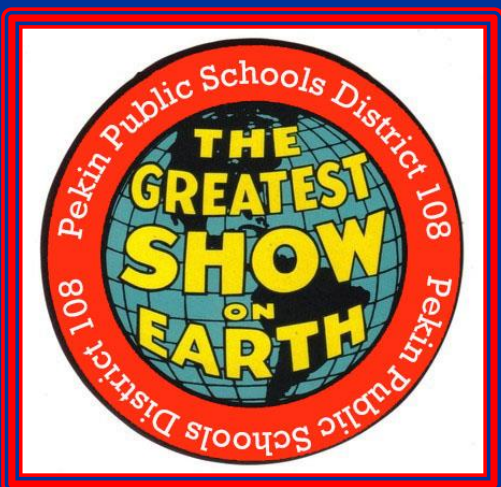
Tuesday

August 18, 2015

10:30a.m. – 3:30p.m.

Community Room

- ★ SWIP Goal: Math Focus
- ★ Google and Website Training
- ★ LUNCH Provided
 - 12:30pm – 1:30pm
- ★ Room Prep OR Grade Level Planning
 - 1:30pm – 3:30pm
- ★ Meet the Teacher Night
 - 4:00pm – 6:00pm





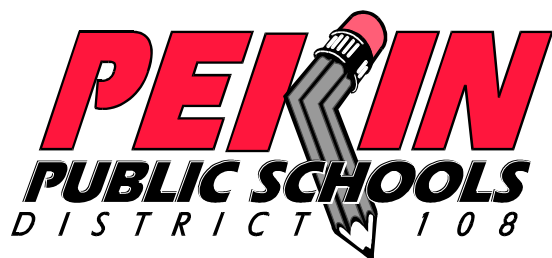
Meeting Agenda and Minutes			
Group:	Whole Staff	Location:	EJHS Learning Center
Date:	August 17 and 18	Time:	1:00 PM - 3:00 PM 8:00 AM - 10:00 AM

Group Leader: Bill		Recorder:	
Group members in attendance:		All staff	
Guests in attendance:			
Agenda Item	Facilitator / SME	Desired Outcome	Notes
Welcome Back	Bill	Meet and greet	
Team Builder	Traci and Jack	Get to Know You Again	
3Rs / SEL	Traci and Jack	Understanding	
PGP 2015-16	Bill	Review PGP procedures and website	
SWIP Goal	Bill	Review	
Staff Procedure Manual and Resources	Kevin	Review of staff procedures and staff handbook	

We will prepare all students socially, emotionally, and academically to become independent learners and cooperative problem solvers.

Orientation Procedures	Kevin	Understanding	
Calendar	Bill	Understanding	
Lesson Planning	Bill	Understanding	
Google Drive Training	Angie	Understanding	
2014-15 Staff Satisfaction Survey Data	Bill	Awareness	
Parking Lot	Bill and Lynn	Answers / Plans	

We will prepare all students socially, emotionally, and academically to become independent learners and cooperative problem solvers.



Jefferson Primary School

Honesty
Attitude
Welcoming
Kindness
Safety

⌋ <http://www.pekin.net/pekin108/jeff/>



Jeffrey D. Erickson ♦ Principal

900 S. Capitol Street ⌋ Pekin, Illinois 61554 ⌋ 309/477-4712 FAX /309/477-4761 • e-mail jeff.erickson@pekin.net

JEFFERSON STAFF RE: RETREAT AGENDA

August 3, 2015

We will have retreat on August 17 and 18. Below is the agenda for the two days.

Monday

Time	Activity	Connection
10:00	Operational Information Sharing	2c—Managing classroom procedures
10:45	HAWKS awards	3a—Communicating with students
11:00	Evaluation Expectations	3a—Communicating with students
12:00	Lunch (provided)	
1:00	The Stars are out!	3c—Engaging students in learning
1:30	Debrief	3d—Using assessment in instruction
1:45	Counting and Cardinality and Operations and Algebraic Thinking	4d—Participating in a professional community
2:45	Closing	3a—Communicating with students

Tuesday

Time	Activity	Connection
12:00	Summer Curriculum Work—Type 2 Assessments	3a—Communicating with students
12:15	Grade Level Time	4d—Participating in a professional community
2:00	Room preparation	2e—Organizing physical space
4:00— 4:45	Meet parents and students	4c—Communicating with families
5:00— 5:45	Meet parents and students	4c—Communicating with families



Pekin Junior High School Curriculum Retreat Agenda



Monday, August 17, 2015	
Meeting Called By:	District 108
Type of Meeting:	Junior High Curriculum
Time:	10:00 a.m. – 12:00 a.m.
Attendees:	Broadmoor and Edison Staffs
Location:	Broadmoor Commons
Please Bring:	Writing utensil

<i>Pekin Junior High School</i>			
Agenda Item 1:	Welcome Back Activity	Luke Arnsman	
Agenda Item 2:	Recognition of Summer Work Participants	Ty Goss & Bill Heisel	
Agenda Item 3:	Curriculum Development Plan for 2015-16	Ty Goss & Bill Heisel	
Agenda Item 4:	Department Share of new Units of Study	Math:	Erwin, Kerber, Basic, Harris, Fogal, Lang, Peters and Melloy
		SS:	Freehill, Norman, Emerson, Schultz, Godby
		LA:	Freehill, Boehle, Huston, Arnsman
		Sci:	Able, Williams, Rees, Watson, Galyean and Heisel
		PE	VandeSchraaf, Thompson, Klysner, Theleritis and Burks
		Art	Kinder and Norman
		Music	Woods and Hays

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Preschool Family Education Center

SWIP Plan

Tuesday August 18, 2015

Time	Presenter	Activity
12:00 – 12:15	Linda	Welcome Back Activity
12:30 – 1:00	Linda	Beginning of the year changes and opportunities. Resource Notebook Information
1:00 – 1:15	Break	
1:15 – 2:15	SWIP Team	SWIP Goal SWIP Team discuss CPR Commitments
2:15 – 2:45	Linda	Professional Growth Activity (teachers)
2:45 – 3:00	All Staff	Plus/Delta

C.B. Smith Primary School Building Retreat Agenda 2015

August 17, 2015

C.B. Smith School Learning Center

Part I: 10:00-12:00

- Welcome
 - New Teacher Faces
 - PDS Interns
- Warmup
- Staff photograph & Walking Tour of Building
- Celebrations
- Announcements
- Crisis Plan Review & Video

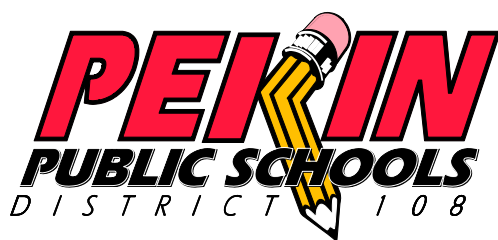


Part II: 1:00-3:00

Certified Staff Only

1:00-3:00

- Professional Growth Process Review
 - Signoff
- ELA Summer Work & Next Steps
- Math Summer Work & Next Steps
- School Improvement Plan Discussion



L.E. Starke Primary School

Matt Green ♦ Principal
email: matt.green@pekin.net

www.pekin.net/pekin108

1610 Holiday Drive ♦ Pekin, Illinois 61554 ♦ 309/477-4714 ♦ Fax: 309/477-4763

2015-2016 Starke Back-to-School Institute Learning Center

Monday, August 17, 2015

What	When and Where	Who
District Retreat	8:30-10:30 Washington Auditorium	Central Office
Team-building	10:30-11:15	Matt, all
Handbook, forms, calendar	11:15-12:15	Matt, all
PTA Update	12:15-12:30	Matt, Marj, PTA
Lunch	12:30-1:30	Panera's
Tech Updates	1:30-2:15	Angie Arnold
Summer Curriculum Work and Reading Units of Study	2:15-2:45	Matt, Denise, ELA Curriculum participants
PDS Course/Book Study	2:45-3:00	Matt, Dr. MacPhee, planning team
Professional Growth Expectations	3:00-3:15	Matt, all
Feedback	3:15-3:30	all

Monday, August 17

8:30-10:30 District Retreat at Washington (bus leaves Starke at 8:05)
10:30-12:30 Starke SWIP I
12:30-1:30 Lunch (Panera's)
1:30-3:30 Starke SWIP II

Tuesday, August 18

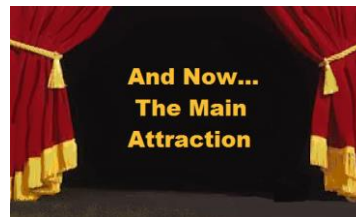
11:30-1:30 Grade Level Time
1:30-3:30 Teacher work time
4:00-6:00 Parent Contact Time

Wednesday, August 19

8:40 First student day
9:00-9:30 Kindergarten/New Parent Breakfast

Washington Intermediate School Back-to-School Retreat Agenda

Meeting Called By:	District 108
Type of Meeting:	Washington Back-to-School
Attendees:	Washington Staff
Location:	Village Inn
Please Bring:	Writing Utensil & Agenda



Monday, August 17, 2015 8:30 – 9:30

Agenda Item 1:	District Institute – Washington Auditorium	All Staff
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Monday, August 17, 2015 10:00 – 12:00

Agenda Item 1:	Room Preparation	All Staff
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Monday, August 17, 2015 1:30 – 3:30

Agenda Item 1:	Welcome Back – Agenda Overview	Marc Fogal
Agenda Item 2:	Excellent Adventure Slideshow	Marc Fogal
Agenda Item 3:	Who Are You?	Jason Fowler
Agenda Item 4:	PGP Expectations & Review	Marc Fogal / Jason Fowler
Agenda Item 5:	Operational Information	Marc Fogal / Jason Fowler
Agenda Item 6:	Collect Feedback / Needs	All

Tuesday, August 18, 2015 12:00 – 4:00

Agenda Item 1:	PTA	Val Springborn
Agenda Item 2:	Great Expectations	Marc Fogal
Agenda Item 3:	Social / Emotional / Learning	Nicole Rodgers / Jason Fowler
Agenda Item 4:	GoogleDocs and D108 Website Training	Angie Arnold
Agenda Item 5:	Curriculum Work & Grade Level Planning	Marc Fogal

Tuesday, August 18, 2015 4:00 – 7:00

Agenda Item 1:	Dinner (Be Back by 4:45 p.m.)	On Your Own
Agenda Item 2:	Parent Orientations (5:00 & 6:00)	All Staff



Willow Primary School

Vickie Armbrust ♦ Principal

www.pekin.net/pekin108

1110 Veerman Street ♦ Pekin, Illinois 61554 ♦ 309/477-4716
Fax: 309/477-4765 ♦ email: vickie.armbrust@pekin.net

WILLOW RETREAT SWIP MEETING AGENDA
August 17 & 18, 2015 Community Room

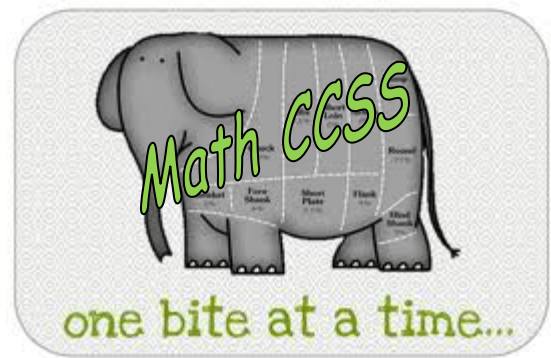
<i>Activity</i>	<i>Date/Time</i>	<i>Presenter</i>
MONDAY	AUGUST 17, 2015	
District Institute at Washington	8:30-10:30 AM	Central Office Administrators
School Business at Willow	10:30-Noon Community Room	Operational Items/Team Builders/ PGP
Staff Luncheon in Lounge	12:00—1:00 PM	Avanti's Delivered
Room preparation & teacher work time	1:00-3:00 PM	
Parent Orientation Sessions	4:00-5:00 & 5:00-6:00 PM	All staff -meeting families
TUESDAY	AUGUST 18, 2015	
Parent Orientation Session	10:00-10:45 AM 10:45-11 Break	All staff-meeting families
Parent Orientation Session	K-only-11:00-11:45 session	K-meeting families
Retreat Session: Grades 1-3	11-12:00 PM Community Room	Julie-Office Documents Christy-Jr. Achievement Vickie-Willow Goals/ Math Solutions-Math Practices Inventory Tool
	12:00-1:00	Lunch on your own
Retreat Session	1:00-3:00 PM Start in Community Room (Break out to classrooms-later)	Vickie/Traci Summer Curriculum Work-Teachers that helped to write the new units

"Taking a Bite out of Common Core...."

One Bite at a Time!"

Wilson School

Monday, August 17, 2015



Time	Responsible	Activity
10:00 -10:10	Nicole K.	What I Did This Summer!
10:10-10:15	Josh	Welcome, introduction of new staff, and review retreat agenda.
10:15-11:15	All Staff	Team Builder Activity – Great Expectations
11:15-Noon	Josh, Jon, and Shelly	Introduce SWIP Plan for 2015-2016 School Year <ul style="list-style-type: none">• Preview<ul style="list-style-type: none">○ Rising Star and 5 Essential Goals○ Data to be collected and shared○ SILT writing SWIP goal for this year• Fill out self and system self-reflection and Discourse rubric (Fall v. Spring)
Noon- 1:00	LUNCH	
1:00-1:40	Grade Level Teams	Team Builder - Getting To Know You Hide –n- Seek <ul style="list-style-type: none">• Grade Level Teams Hide<ul style="list-style-type: none">○ While hiding answer questions about their team• Josh and Jon Try to Seek and Find• Debrief Team Builder by Checking Answers with Shelly Bastean
1:40-2:00	Jon	Review staff binders, Budget (A to Z, NCTM Membership, Book Purchases, Math Manipulatives) Calendars/Committee/Meeting Dates, Forms for Office, Update Phone Tree, Etc) <ul style="list-style-type: none">• Grade Level Meeting Tomorrow Preview
2:00 – 2:10	BREAK	
2:10- 2:35	Josh and Jon	Evaluation PowerPoint <ul style="list-style-type: none">• Highlight changes, evaluation schedule, etc.
2:35-3:00	Josh	Evaluation –How Do You Eat and Elephant??? <ul style="list-style-type: none">• Read Article• Set Goals• Share Out

- Please bring your iPad
- Also, please bring your Math Solution Resources for Grade Level Planning and Share Out!
- Finally, please be prepared to share goals for upcoming school year!