

# Williams Elementary

---

## Agenda

**Meeting Date:** 03/09/2021 - 3:10pm

**Title:** SIT Meeting

**Location:** STEM Lab

---

### I. Attendance

#### **Team Members:**

Sarah Calloway, Claudia Castillo, Kara Dillow, Kristen Frisbee, Mercedes Gonzalez, Jennifer Greene, Hailey Hudgins, Alyssa Jimenez, Carrie Lynch, Mary Paez, Ellen Parry, Darlene Robinson, Kelly Smith, Melissa Street, Courtney Tunstall, Miles Woolley

#### **Guests:**

### II. Celebrate recent successes

### III. Review and respond to coaching comments

### IV. Approval of last meeting's minutes

### V. Old Business

### VI. Indicators to Assess-Create-Monitor

#### ***Assess Indicators***

A1.07 ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)

A2.04 Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)

A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices.(5137)

#### ***Create Plans and Tasks***

#### ***Monitor (see Actions Report)***

## Indicator Updates

### A2.04

- How can we break this down from how we have this now into smaller manageable chunks to get where we need to be with these actions...what are the smaller steps we need to get there...ACTIONS: Create pre and post formative assessments; Use

- county pacing guides to plan essential questions for themes/topics
- Possibly use trade day to plan with grade levels? Use science pacing guide as a skeleton for other subject areas? Maybe our Math and Literacy Teams can discuss this in their monthly meeting?
  - Literacy EQ's From Wit and Wisdom (broad so that we can use this in Literacy, Math, SS)
  - Focus on Literacy first (Math and SS coming later)
  - What steps do we need to put in our action plan (spring and summer) so that we can be ready to begin this process BOY? **ACTION STEP**: Trade day over summer for grade levels to meet; Focus only on Literacy Essential Questions (these are examples only); talking to our grade levels to keep the EQ as broad as possible; Looking at spanning over 1 week, 4 weeks, or even 9 weeks as the overarching Question
  - **ACTION STEP**: Should we come up with a template that all grade levels for the planning days; examples of units shared with Melissa? Sarah C will create this but will need feedback!!!

## B1.03

- Monthly at PLC's discuss behaviors/solutions (possibly once a month to drill down on behaviors)
- Learning walks on hold

## A1.07

- Book list - Ms. Clarke is working on the list to see what we have and do not have; She will also look at vendors for buying options
- Character Trait of the month - we need 2 more examples from K and 2nd? How do you collect your character of the month selection? Please send to Sarah C.

## PBIS Update - Coach A4.06

- Celebration ice cream party (want to get Plan A going smoothly before we do this)
- Expression poster (made with staff pictures to show feelings)
- Panorama is now open to all teachers

## VII. Other Business

### Indicator Updates

#### A2.04

- How can we break this down from how we have this now into smaller manageable chunks to get where we need to be with these actions...what are the smaller steps we need to get there...ACTIONS: Create pre and post formative assessments; Use county pacing guides to plan essential questions for themes/topics
- *Possibly use trade day to plan with grade levels? Use science pacing guide as a skeleton for other subject areas? Maybe our Math and Literacy Teams can discuss this in their monthly meeting?*
- Literacy EQ's From Wit and Wisdom (broad so that we can use this in Literacy, Math, SS)
- **Focus on Literacy** first (Math and SS coming later)
- What steps do we need to put in our action plan (spring and summer) so that we can be ready to begin this process BOY? ACTION STEP: Trade day over summer for grade levels to meet; Focus only on [Literacy Essential Questions](#) (these are examples only); talking to our grade levels to keep the EQ as broad as possible; Looking at spanning over 1 week, 4 weeks, or even 9 weeks as the overarching Question
- ACTION STEP: Should we come up with a template that all grade levels for the planning days; examples of units shared with Melissa? **Sarah C will create this but will need feedback!!!**

#### B1.03

- Monthly at PLC's discuss behaviors/solutions (possibly once a month to drill down on behaviors)
- Learning walks on hold

## A1.07

- Book list - Ms. Clarke is working on the list to see what we have and do not have; She will also look at vendors for buying options
- Character Trait of the month - we need 2 more examples from K and 2nd? How do you collect your character of the month selection? Please send to Sarah C.

## PBIS Update - Coach A4.06

- celebration ice cream party (want to get Plan A going smoothly before we do this)
- Expression poster (made with staff pictures to show feelings)
- Panorama is now open to all teachers

## Principal Updates

- EOG Testing is still happening during the last 10 day window (there is flexibility to happen before, but we will stick with the 10 day window as a district)
- These will take place in person only
- **WE NEED THIS INFORMATION SO THAT WE KNOW HOW TO MOVE FORWARD NEXT YEAR!!!**
- EVAAS and all those pieces are still happening; the district understands all the different factors in the mix of this year (Roster Verification - we may have to come to agreements on things, because this will be very tricky to calculate)
- K-2 growth will be based on i-Ready (Jan - May)

## Questions/Concerns

**Action Taken:**

---