

Williams Elementary

Meeting Minutes

Meeting Date: 02/07/2023 - 3:15pm

Title: February SIT Meeting

Location: STEM Lab

Attendance

Team Members:

Jeannette Long (5th Grade Teacher), Sarah Torry (1st Grade Teacher), Maggie Brown (Title I Specialist), Legare Clarke (Special Area Representative, Media Coordin, Kara Dillow (Parent Representative), Jennifer Greene (Title I Specialist, Co-SIT Chair), Samantha Gronberg (4th Grade Teacher), Hailey Hudgins (Kindergarten Teacher, Process Manager), Alyssa Jimenez (Parent Representative), Christy Jones (Principal), Ellen Parry (3rd Grade Teacher), Melissa Street (Curriculum Coach), Olivia Styron (2nd Grade Teacher)

Guests:

Minutes: Celebrate recent successes

Review and respond to coaching comments

Review Amy Laughters coaches comments

A1.07 - Putting a ten-minute agenda item at each staff meeting - discussing best practices in each classroom, discuss how it worked at a later date. Putting in morning meeting.

A4.01 - Regular mtss meetings, progress monitoring, making sure CORE instruction is strong. Making sure we are not over assigning students being intensive - making sure the correct kids are being monitored.

A4.06 - Ready rosie? You could search just SEL videos. Sharing some SEL videos from Kelli. Could these be shared on DOJO? Dojo has their own 'mojo'. Monthly parent letter.

B3.03 - Regular feedback, plain and clean. Creating action plans - consider adding action steps. We do many of these steps, we just need to make sure they are added. Mrs. Jones has added timely feedback to her pdp.

C3.04 - We do all of the questions that were given in the feedback, we just need to add the answers.

E1.06 - Engage, we do parent nights, conferences, the communication apps. Maintain, Weekly parent call, monthly parent letter, facebook, website. Reach, similar to maintain - keep in good contact.

Approval of last meeting's minutes

Old Business

Indicators to Assess-Create-Monitor

Indicators Assessed

- A1.07 ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)
- A4.01 The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)
- A4.06 ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)
- B3.03 The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)
- C3.04 The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)
- E1.06 The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)

Objectives Planned For

- A1.07 ALL teachers will employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)
- A4.01 The school will implement a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)
- A4.06 ALL teachers will be attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)
- B3.03 The principal will monitor curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)
- C3.04 The LEA/School will establish a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)
- E1.06 The school will regularly communicate with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)

Monitor (updates made)

See Review and Respond to Coaching Comments

Additional Agenda Items

Action Taken:

Teacher concerns - 4th and 5th grade students bringing caffeinated sports drinks.

-Only water. Mrs. Jones making an announcement and looking at handbook. Adding 'no outside food'

`issue with kids buying too many snacks and none left for other grades.

`Silent lunch - wanting to vote as a grade level for when/how to use the red cups. Whole grades being put on silent lunch for one or two kids. Mrs. Jones doing some training on what is the appropriate way to do silent lunch.

Read Across America Information

-First grade is doing a read across America week and have a flier made. Fun ways to celebrate read across America. Different Dr. Seuss book each day. Feb 27-March 3. Wacky wednesday instead of the zoo book.
"Read across America dress up days"

Maggie has something created that isn't Dr. Seuss - sending out her examples to Mrs. Jones. Mrs. Jones sending out to teams.

Monday - Buddy up (stuffed animal)

Tuesday - Hats off to literacy

Wednesday - knock your socks off

Thursday - Get cozy (pajamas)

Friday - Friday favorites (fav book character)

Fall in Love with Literacy Event

-PLC talking about it? Jennifer sending pdf again.

DL Family Event

-Picnic in the spring

Add a DL SIT member?

-Vote to add - all voted yes.

STEM Night

February 23rd - send out google doc

Check ups: Morning Meeting and Calm spot pics K-2, 4-5 (Melissa sent email to grade level reps);

update one book one school (decide on activities for this) - books came in yesterday. Mrs. Jones read the

first chapter, teachers record readings, Buddy reading, teacher reading, morning meeting read aloud, parents on zoom, quiet SSR, bedtime story. Movie afterward to celebrate? Coming up in March. Will be sent out to vote.

Title 1 - need to spend funds. SEL needs, EC teachers needing some texts. Teachers needing some decodables for upper grade classrooms. Title 1 inventory for remaining funds. All voted OK with that plan.

Next Meeting

Date: 03/14/2023

Time: 3:15pm

Title: March Sit

Location:

Adjourn

4:00pm
