

Eastlawn Elementary

Meeting Minutes

Meeting Date: 10/18/2017 - 12:00pm

Title: SLT Meeting

Location: Media Center

I. Attendance

Team Members: Tyffany Alexander, Deana Bowling, Tameka Cloud, Casey Collins, Kimberly Griffis, Elaine Hall, J'Taime Lyons, Daniel McInnis, Hannah Morris

Guests:

II. Celebrate recent successes

The ESL Team is fully staffed! Ms. Moncada is a great support for 4th & 5th grade!

After School Involvement for Students--YMA, GOTR Triad, Garden Club, Champions Academy!

Today was fun--the students were stenciling and painting the pumpkins! Everyone felt successful!

CISNC Caseload met their Behavior Goals for 1st Quarter!

III. Review and respond to coaching comments

No comments received--Dr. Maness reviewed our plan and stated that all the minutes look good and that the goals were good goals to continue with.

IV. Approval of last meeting's minutes

The team approved the minutes unanimously. The minutes will now be linked for all staff to view in the Weekly Agenda.

V. Old Business

We had a follow up discussion on FamFest & Tutoring--see the details below.

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

A.2.04--McInnis shared an update that after the data team check in and charge meetings last week, it was very evident that K-2 is struggling with data trackers for students as part of the data notebook

process (that we had as our PD focus for last year). 3-5 seems to have a strong grasp on data notebooks, SBG, and data trackers. K-2 will receive an additional half day data day on either 10/23 or 10/24 to work on creating data trackers for the 2nd 9 weeks standards that will be tracked (as selected during the 1st 9 weeks data day).

B. 3.01--The teams shared the feedback gathered from grade levels/departments about after school tutoring on campus two days per week to target EOY goals. We discussed the criteria for inviting students, data to track, and when we would begin the program. Mr. McInnis will send out a google form to interested tutors. The best dates appear to be Tuesday & Thursday--so as not to compete with other after school offerings. The target start date would be Tuesday, November 14th. This would allow us to have 8 sessions after school before the winter break. The notes from each team are linked below.

- [K-1](#)
- [3rd-5th](#)

B.3.03--Mr. McInnis shared that the Instructional Leadership Team would like to begin using the Core 4 Walkthrough form for feedback purposes at the beginning of November. The team was agreeable to this idea. The feedback from last year was that this form allowed for quicker feedback and more face to face conversation. The form is linked below (4 different pages)--it will be immediately shared with the teacher after the walkthrough.

- [Core 4 Walkthrough--Look Fors](#)

E.1.06--The team reviewed the [FamFest Schedule](#) and discussed how the day would go. Ms. Cloud will follow up with Ms. Clark and the Reading Committee about voting for Pumpkins and where the pumpkins will be displayed. Ms. Sockwell will coordinate with a rep from each grade level to plan the lesson that the teachers will share in the room. K-2 will focus on literacy. 3-5 will focus on math. We will also share the SBG video (with notes in Spanish) with all parents/guardians that date. The SLT was able to preview the SBG video--positive feedback was shared. We also discussed using this event to collect items of "Gifts for Children Around the World" that we can send to St. Mark's for packing and distributing.

VII. Other Business

1. Ms. Griffis and Ms. Morris shared an update about Achieve 3000. Ms. Griffis stressed the importance of introducing the text whole group before students work on it in independent centers. Ms. Morris stated that it seems difficult for students to complete two passages per week. The goal is 40 passages in a year with 75% accuracy to achieve the desired lexile growth.
2. The team discussed Book Character Day. We will not hold a parade, but we will allow students & staff to dress as their favorite book character. Ms. Collins & Ms.

- Action Taken: Sockwell will coordinate the Readers Theatre performance for the day. More information will be communicated next week regarding the schedule and who will be performing. PreK & K will Trick or Treat at Central Office. Mr. McInnis will prepare a letter from the school to send out letting parents/guardians know so that they can act accordingly if they choose for their child not to participate.
3. Bowling had a question about duty schedules that Cloud will follow up on individually.
 4. Rhoel had a question about student placements that McInnis will follow up on individually.

VIII. Next Meeting

- Date:
- Time:
- Title:
- Location:

IX. Adjourn

1:09pm