

# Eastlawn Elementary

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## Meeting Minutes

Meeting Date: 08/23/2017 - 12:00pm

Title: SLT Meeting

Location: Media Center

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### 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

Global Clubs were great today!

RJ is having good days in K!

The level of collaboration in 4th & 5th grade is awesome. Lots of good energy!

Students and staff are really using and loving the school garden. The academic component is being connected.

Ms. Baranik appreciates the specials block.

### III. Review and respond to coaching comments

None at this time.

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

Unanimously approved.

### V. Old Business

Data Notebook transitions went well. The SBG start off is going well. We need to look at the progress reports and check on the wording for how teachers are entering mastery checkpoints.

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

#### *Indicators Assessed*

A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and B1.03 other professional staff meets regularly (at least twice a month) to review implementation of effective practices.(5137)

#### *Objectives Planned For*

- 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)
- B3.01 The LEA/School will monitor progress of the extended learning time programs and strategies being implemented, and uses data to inform modifications.(5147)

B3.03 The principal will monitor curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)

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)**

B.1.03--The team is agreeable to meeting once a month on Early Release Days. We will hold virtual meetings through the month to work on the PDCA cycle for each goal.

A.4.06--Introduced the "Why?" behind Second Step. More details will be shared for all staff on 8/25. McInnis will share what the Character Education Block is & is not. There will be time for CoTeacher planning on 8/25.

B.3.01--Dr. Maness has funding that we can use for InterSession Reading Camp. We need to let her know the resources that we want. The final list of teachers needs to be submitted by 8/24. Morris suggested to look at non-fiction Ladders text. We will also look at ordering some non-fiction magazines. 21st CCLC with Champions Academy needs tutors. The schedule will be flexible. We will be able to select 30 students for extra support through the year.

B.3.03--Continuing feedback--Core 4 Walkthrough, formal observations, learning walks during data teams. Cloud, Sockwell, & McInnis will be discussing small group planning & expectations and how feedback will be shared on the lesson planning process (during the ER PD).

E.1.06--We want to really focus on keeping our engaged parents/guardians engaged! We have FamFest scheduled for 10/27. We want the day to be set up like a differentiated professional development for parents/guardians. The day will have literacy events, SBG updates, model lessons, opportunities to work in the garden, and awards presentations. We want to get away from Lunch & Learns & focus on providing ongoing support and engagement for parents/guardians. An idea was to use the PTA meetings as a showcase for the school. Collins is willing to do "informances".

## **VII. Other Business**

Ms. Morris will attend the calendar representative meeting on 9/7, at CO.

Ms. Griffis will have a Science Olympiad Team--for 4th & 5th grade students. The competition is Saturday, April 8th. We want to try and find parent/guardian volunteers to help with the event.

The K team needs assistance with a speech referral. McInnis will email McLain.

K & 4th are congested in the hallway. Cloud will work with both grade levels to create a schedule.

The emergency plans have a lot of copies. What is the best use of the day if the homeroom teacher is out.

Action Taken: The team reviewed the goals. We will drill down and divide into goal committees during the September meeting. We will use the printable forms from Indistar to set and monitor goals.

Collins shared that we have a global team, but there has not been a meeting yet. McInnis referenced the conference that Marrero attended this summer and the idea of a theme for each month--water, food, health, education, etc. Take the time to check out SDGs on Participate's website.

**VIII. Next Meeting**

Date:

Time:

Title:

Location:

**IX. Adjourn**

12:47pm