

Hill Field Elementary School

*Douglas Forsgren - Principal
389 South 1000 East
Clearfield, Utah 84015
Telephone (801) 402-2930 Fax (801) 402-2351*

Community Council Meeting Minutes March 10, 2020

In attendance: Doug Forsgren, Adam Schmidt, Dawn Cook, Justin Winston, Seema Hall, Christy Winston, Nancy Call, William Gleim, and Tracy Atkins, Cindy McGurl.

I. Welcome.

- A. Motion to approve minutes Christy Winston, seconded Dawn Cook, all in favor.

II. Reports of Standing Committees for School Improvement:

- A. Trust lands: Budget vs. Expenses
- B. Reading Improvement:
 - a. TA's and Teachers will meet this month.
- C. Digital Citizenship – Done yearly, Netsmartz Assembly took place last month.
 - a. Hotspots are filtered if they use a district device. Not if they use a personal device. Close to a solution.
- D. Staff Development:
 - a. Science trainings are beginning for new standards/curriculum
 - b. Continued CMI training

V. Miscellaneous Business:

A. Proposed Goals:

1. Increase the percentage of K-3 students scoring at or above DIBELS beginning of year composite score benchmark by 12% by end-of-year benchmark assessment.

- A) use beginning and middle of year DIBELS benchmark scores, pathways to success data, and RI scores to identify students with deficits in reading and comprehension.
- B) use the Drill Down model to identify specific needs of students who are below benchmark.
- C) Grade level teachers will begin implementation of professional learning communities (PLCs) to collaborate, plan, assess, and analyze data to drive instruction.
- D) Provide differentiated and targeted instruction for students below benchmark using classroom teachers, and reading interventionists hired using LAND Trust funding.
- E) The interventionists will meet with grade level teams quarterly to coordinate targeted student interventions and to present progress monitoring data.
- F) The Local Case Management Team will discuss students identified as needing more intense intervention. The team will determine appropriate interventions for the teacher to implement in the classroom and/or request a referral for Special Education testing.

Motion to approve Dawn Cook, seconded Cindy McGurl, all in favor.

2. Using positive behavior management and reinforcement systems we will decrease number of students who have more than 3 documented office referrals by 10%.

- A) Monthly Social skills assembly to highlight/target positive behaviors. Weekly announcements to remind students of the target behavior.
- B) Positive reinforcement of behaviors will be delivered by The Principal's 200 Club.
- C) Faculty and staff members recognize positive behaviors using Patriot Praise Certificates.
- D) Weekly prize drawings from previously given Patriot Praises.
- E) Donut party when the principal's 200n Club Board is filled.

F) A focus will be put on replacement behaviors in all interactions. Teachers will instruct students weekly on social skills/expectations. Teachers will take time frequently to build positive relationships with students.

G) A school-wide system for behavior intervention will be utilized for continuity to determine when students are sent to the office.

H) Early in the fall administration and counselors will work with teachers to identify individual students who need additional support.

I) Promote the three school rules "Respect for Self, Respect for Others, Respect for School Property." common Motion to approve Doug Forsgren, seconded Dawn Cook, all in favor.

3. Teachers will implement the professional learning community (PLC) process by frequently (at least weekly) meeting with grade level team members to discuss students' achievement data, drive instruction, and develop common assessments.

A) Teachers will receive a review and further instruction on the PLC model through faculty meetings and other professional development opportunities.

B) Common prep time schedule will be developed to help provide adequate time for collaboration.

C) Use Friday (once a quarter) to hold vertical alignment meetings.

D) Teachers will turn in a schedule for PLC team meetings at the beginning of the year.

E) Administration and/or ELA will meet with each grade at least quarterly to assess the PLC process.

F) Teachers and administration will review and discuss student achievement data when meeting together for data meetings.

G) Common assessments will be developed to help provide data to drive instruction.

H) Teachers will meet at least weekly.

Motion to approve Seema Hall, Dawn Cook seconded.

B. Funding for next year, proposed budget:

Estimate for 2020-21 \$64,685

Carryover 5,000

\$69,685

Proposed spending: \$69,502

Motion to approve Adam Schmidt, seconded Dawn, all in favor.

VI. Adjournment: next meeting Apr 14th (tentative).

A. Motion to adjourn made by Doug, seconded by Adam.