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## Staff Newsletter March 6, 2023 Quarter 3 Week 2

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**Door opens** at 7:50 am for K-8  
**Dismissal** is at 3:35 PM for K-8

- **Read & Respond** (Monday - Thursday - Daily), Friday Turn-in
- **C3** (Monday - Thursday - Daily), Friday Turn-In
- **Google Classroom** – In the beginning staff can provide students with a paper copy
- **Science:** Twice a Week
- **Social Studies:** Twice a Week • **Writing:** Twice a Week
- **Writing:** Twice a week

**The K-5 process is:**

- The teachers show students where it is on the google classroom
- The teachers monitor it daily, give feedback, then check on Friday to see who has it all completed
- Teachers record the percentages on the read and respond door posters each Friday

### Culture and Climate

Continue to model and practice with students the expectations and culture norms:

- S.H.I.E.L.D
- Vertical Arm
- Zero Noise
- Active Listening
- Tight Right

### Important Dates:

- March 8-Parent/Teacher Conference 4:30pm-7:00pm
- March 10- Field Trip Charles H. Wright Museum for 1st&2nd Grade
- March 31-End of Quarter III

Team, thank you for all that you do!! Bell to bell instruction should be taking place within each classroom. We are now in the Second Semester of the school year . With the Third Quarter here, let's create new goals as we continue to stay focused and make it an amazing year! Continue to enforce cultural norms and expectations.

## Women's History&Reading Month

### Women's History Month

Women's History Month is a annual declared month that highlights the contributions of **Women** to events in history and contemporary society

### Reading Month

National **Reading** Month is celebrated not just to promote the love for reading but also to develop communicating and learning

### Parent Teacher Conferences

**Conferences are scheduled for March 8, 2023. Conferences will be held face to face from 4:30 pm-7:00 pm. on first come first serve basis. You will have a sign in sheet outside your door for parents to sign up on the day of conferences.**

### Parent Teacher Conference Tips Teachers&Parents

- Share academic progress and growth based on classroom observation, testing, data, assessments, portfolios and assignments
- Learn from guardians so you can be better informed about student's strengths, needs, behavior, and learning and growth
- Discuss enrichment or intervention strategies to support students learning
- Talk with your child before the conference
- Be familiar with your child assignments
- Prepare a list of questions
- Listen carefully
- Be ready to collaborate

### Spring Picture Day!

**Monday March 6, 2023**

**Students can wear their favorite spring outfit only if taking pictures.**

### Re-Enrollment Link

**All parents need to complete the re-enrollment link for students to return for next school year. Please post on the Dean's List for your class. Please enforce completing the link or students will lose their spot for next year.**

### Re Enrollment form

<https://forms.gle/ZhSGHgXWXet4oQR8>

### Field Trip

**First & Second Grade will be going to the Charles H. Wright Museum on Friday, March 10,2023 Departing at 10:00 am Returning 2:00pm**

### Task for this week

**Staff is required to keep bulletin boards updated. See the dates and themes below.**

**Bulletin Boards Updated by Friday, March 10**

**Theme: Famous Women or Reading Month**

**Arrival/Transitions:** Student arrival time every day is 7:30 am ensure you are at threshold at 7:50-8:05 to greet students and monitor the hall.

**Attendance:**  
Should be taken daily in the AM and the PM. Ensure you are taking attendance on the Google sheet and in Powerschool. Change late students to tardy home or send a positive note home with each child in your classroom.

The Directors will be kicking off PLCs beginning this upcoming week. The focus and purpose of each PLC this month will be around planning and making sure we are starting off with a strong foundation.

**Staff Attendance Absences/Late**

- Running Late? Please email or text Mrs. Withers: (313) 478-1841
- Absence unplanned – call or text Withers by 5:00 a.m. the day of the absence per the handbook
- Can contact before 5:00 a.m.
- Email [attendance@npfeschools.org](mailto:attendance@npfeschools.org)
- Must do both
- Planned absences - email me and email the attendance line the day before or soon as you know of the planned absence

**DeansList**

**Welcome to DeansList!!**

**DeansList** is a new software tool that we will use to analyze our attendance and behavior data, and most importantly to improve communication with our parents.

To start, we have scheduled continuous alerts in DeansList that will send messages to your cell phone or email address regarding the following:

**Uniform violation-** sent daily at 4:00pm

**3+ Positive Behavior-** sent on Thursdays at 4:00pm

**3+ Area of Opportunities-** sent on Fridays at 4:00pm

**Stay Tuned.....**  
Students Reports will be rolled out next month. This report will provide details of your students attendance and behavior data in one report.

Parents can also become a part of DeansList by downloading DeansList for Families

Good News!  
DEPSA is offering Karate to our students, please share information with parents to sign up.

- **Quarter 2 honors assembly March 6, 2023 by grade level 3- 10**
- **Communicate with Parents/Guardians on Deans List and provide positive and opportunity points**
- **Replenish sub plans for your classrooms**
- **Select a student to be the Cool Kid every Monday (send to the office)**
- **Update Member Center Data**
- **Complete lesson plans, uniform violations, special accommodations weekly**
- **Take accurate attendance**
- **Enter 2 grades per week in PowerSchool**
- **Complete SFA, RR, C3, GAT posters**
- **Implement Exact Path**
- **Continue to review homework expectations with students and share with families on class dojo**
- **When students are absent contact their parents and notify Mrs. Withers and Mr. London**

**Congratulations Ms. Landers WINNER of Black History Month Door Contest**



**DeansList**

To help everyone out with accessing the validation codes, you go under “reports and data” and at the bottom left you’ll see “dean's list validation codes for family”, select your roster for AM Attendance and print for families.

**DeansList Expectations**

The expectations are as follows:

Use Deanslist to communicate to parents/guardians

**Attendance:** Team, make sure you are taking accurate attendance and update students attendance code when they are tardy. Staff is required to contact families when a student is absent in their classroom. Reach out to families by telephone and/or email to determine the reason why a child is absent. If a student misses 2 or more days within a week in your classroom, notify administration by email immediately.

Send positive points daily try to send to 10-students per day

Send opportunity points to parents

Send behavior and RTI referrals through Dean's List (send only to your principal)

How to log student behaviors?  
<https://youtu.be/FqmuehLz4eI>

How to edit or delete a behavior?  
<https://youtu.be/C4KTumeCOQE>

Logging communication and follow-up  
<https://youtu.be/z9fQAMXZl3U?list=PLP5aHqKamFPbBPu1phgu2JTAXB152aBMx>

How to send a text message?  
<https://youtu.be/Dz7UsgnRpqg>

How to send an email?  
<https://youtu.be/4Xm8Hz87ocs>

How to submit Solutions Referral?

<https://deanslistsoftware.zendesk.com/hc/en-us/articles/7779762862999-How-to-start-a-MTSS-RTI-referral->

All Birthdays are to only be celebrated on Friday’s ONLY

Intervention (Exact Path) Expectations

- Implement Exact Path for 30 minutes Monday-Friday
- Teacher should only assign student work on their learning path
  - Monitor student usage
  - M/W/F- Reading Practice
  - T/Th- Math Practice
- Check for mastery (Pull Skills Report and Learning Path Progress)
- Mondays/Wednesday/Friday Implement small group instruction for tier 3 students: While students are working independently, teachers should differentiate instruction. Pull students to implement small group instruction for reading based on the spreadsheet. Print worksheets for students to complete in class
- Tuesdays/Thursdays implement small group instruction for tier 2 students. While students are working independently, teachers should differentiate instruction. Pull students to implement small group instruction for reading based on the spreadsheet. Print worksheets for students to complete in class

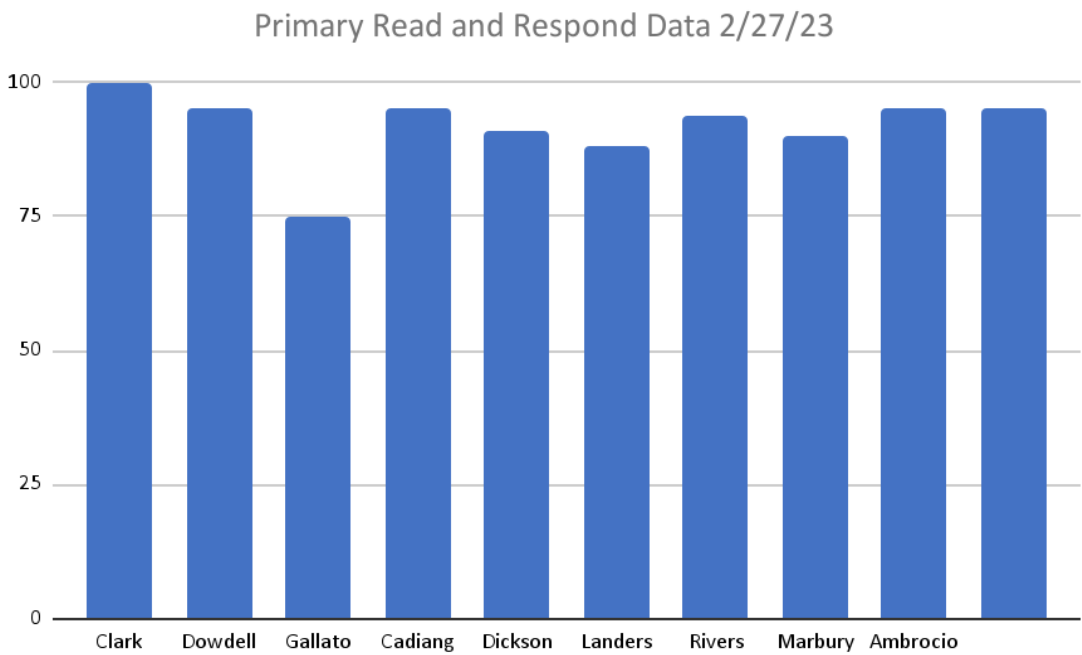
Read & Respond Homework

The expectation is for students to complete homework every night and to return every day for teacher feedback. Please make and take the time now to push students on expectations with quality of work and accountability with turning in every day. The goal is for each class to attain a 100% return rate on homework at the end of the week. You should be reaching out to any students not returning homework, and making it a big deal.

Here

are the results of last week’s homework!

A big shout out to those classes below who had 90% or higher:



Author	Percentage
Clark	100
Dowdell	100
Gallato	75
Cadiang	95
Dickson	100
Landers	100
Rivers	100
Marbury	90
Ambrocio	90
Gourdine	95

Cultural competence, also known as intercultural competence, is a range of cognitive, affective, and behavioral skills that lead to effective and appropriate communication with people of other cultures (Wikipedia, 2022).

1. Valuing diversity
2. Having the capacity for cultural self-assessment
3. Being conscious of the dynamics inherent when cultures interact
4. Having institutionalized culture knowledge
5. Having developed adaptations to service delivery reflecting an understanding of cultural diversity



Observations have begun. Please ensure your class begins at the tardy bell with the KFC. During observations I am looking for cultural norms, curriculum implementation, and classroom management. Please refer to Domains 1 & 2 of the Teacher Rubric

- **Masks are required each and every day for students, as it is a part of their uniforms**
- **Make wellness/attendance calls in DeansList place communication**

New Paradigm for Education (NPFE) mission is to be a catalyst to grow and sustain high performing schools where scholars are empowered to be global citizens and lifelong learners.

Every student excels as an engaged thoughtful citizen by forging new pathways to contribute to their community.

Our New Paradigm Instructional Model are the pillars for the work we do every day, to set high standards for our children. We focus on setting clear goals, making sure effective instruction takes place in our classroom, ensuring we are making data driven decisions, providing timely intervention as needed, and celebrating our progress.

## **Solutions**

**Guiding Questions: Did we meet our goal? Why or why not?**

**Chairs with the support of their committee and leadership should complete the following task:**

- **Review data and pull artifacts to support attendance, referrals/suspensions, C3/RR, NWEA, parent/family involvement, community engagement,**
- **Look for commonalities and trends among the district**
- **Make Federal grant purchase recommendations based on need i.e., supplemental material, curriculum, game room**

**Chairs will present during our quarterly Solutions meeting on May 17 (Q3&Q4). The purpose of our Solutions meetings is to show the overall state of the district as it relates to our SIP.**

### **NPFE Annual Goals**

- **NWEA-** 60% or more of students will meet their NWEA Goals fall to spring targets in reading and math
- **Attendance Goals-** (ADA) Average daily attendance will be at 95% by June 2023, Chronic absenteeism will decrease by 15%
- **Intervention-** Student will average 80% or higher during scheduled intervention time
- **Coaching Cycle-** Leaders will complete a minimum of 8 complete coaching cycles per teacher during the 2022-23 school year.

### **Lesson Plan Expectations**

- Submit lesson plans one week in advance uploaded to Google Drive within your folder due on Monday by 4:00 p.m.
- Staff is required to teach the curriculum and follow the district's pacing chart.

### **Non negotiables**

Daily objective, Unpack the standard, Identified CFU, Annotated teacher moves, Evaluation

### **Grades in Gradebook Expectations**

As we dive deeper into instruction, you should be placing grades in PowerSchool for all students for every subject. The goal is for students to have at least two grades a week in every subject. Also, remember to contact parents if a student is failing an assignment so that parents can work with you as partners to support students in making improvements. Assignments can consist of assessments, KFCs, class work, journals, Read & Respond, C3, and class projects.

- 2 grades per week, per subject placed in PowerSchool at the end of the week
- Students cannot have blanks in their grade book. Blanks calculate as an “A”
- Track special education accommodations using the checklist provided by the Special Education Dept.

### **Weights**

- 40% - Assessments/Quizzes/Exit Tickets/Comprehension Tests/Unit Tests
- 25% - Classwork/Projects
- 20% - Homework
- 15% - Journals/Participation

### **UNIFORM PROCEDURE**

Students are expected to wear DEPSA uniform daily. Uniform violations will begin going out this week for students that are not in complete uniform. Sweaters may be worn if they are solid red for girls or solid black for boys. Hooded sweatshirts/sweaters are not permitted. **ALL** students and staff will be required to adhere to social distancing guidelines and will be required to wear a mask in the building.

**Document uniform violations in Dean's List**

### **Monthly PBIS Celebration**

PBIS stands for positive behavior intervention support. This is our behavior support system here at DEPSA where students have rules, rewards, and consequences. We celebrate our students for meeting the behavioral expectations. When students follow all of their classroom procedures and school rules, teachers and staff may give them points on the Dean's List. When students earn enough points, they get rewarded at the end of the month with class parties or other rewards for good

behavior. **who meet behavior expectations will participate in our PBIS activity in March.**

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