

Process Improvement Meeting Agenda – 5/8

- MEVA Mission and Vision.
- Happy Teacher Appreciation Week!
- Winback the Student Initiative.
- MEA Update, Testing Kits, and Communication – Stephanie Emery.
- Sub Plan During MEAs – Don Fournier.
- NWEA Preliminary Results. Thank you everyone!
- ESEA Comprehensive Needs Assessment and Application Development.
- Professional Learning Community (PLC) – Christina O’Grady.
- Guidance Update – Heather Tyler and Dan Pierce.
- Virtual Graduation Checklist – Carla Hamilton.
- Eighth Grade Advisory Update – Stephanie Martitz.
- Other and Next Process Improvement Meeting on Monday, May 15th, at 3:00 pm. Faculty administering in-person testing are excused but are welcome to attend as time permits.

MEVA Mission and Vision

School Mission:

Maine Virtual Academy's (MEVA) mission is to develop **each** student's full potential with learner-centered instruction, research-based curriculum and educational tools and resources to provide a high-quality learning experience for grade 7-12 students who are in need of **alternative educational options**. MEVA will develop an **Individualized Learning Plan (ILP)** with specific learning goals to meet each student's needs. MEVA's rigorous curriculum is **aligned** to the eight Maine content areas, the Maine Learning Results, the Common Core State Standards and the Next Generation Science Standards.

School Vision:

MEVA will be a leading 21st century public charter school in Maine and **will improve student learning outcomes through individualized instruction, as evidenced by student academic proficiency, student academic growth, post-secondary readiness, and the demonstration of 21st century skills such as critical thinking, problem solving, and self-direction**. MEVA will empower students to acquire the academic and life skills needed to succeed in post-secondary education and career opportunities. Our graduates will be prepared for college or other postsecondary career training opportunities.

21st Century Skills

1. **Critical thinking, Problem Solving, and Self Direction.**
2. Creativity.
3. Collaboration.
4. Communication.
5. Information literacy.
6. Media literacy.
7. Technology literacy.
8. Flexibility.
9. Leadership.
10. Initiative.
11. Productivity.
12. Social skills.



Happy Teacher Appreciation Week!

- We have much to celebrate this spring thanks to you.
- MEVA teachers are the best!
- Thank you for all that you do to support your students and their families.
- “Do you know what it’s like to have teachers that actually care about you?” S, Coburn to his parent.

Winback the Student!

“It takes a community to raise up a child”, as the old adage says.
The same is true within education, it takes a team to support each student!

Immediate intervention has been recognized as the most effective method in student retention. Every role within the school plays an important part in this effort.

Without our Students there would be no MEVA!

Withdrawal Mitigation Process

- **Ask why?** – Use phrases like, “*Before* you withdraw, tell me about your reason. There may be something we can do for you.”
- **Listen for keywords;** lack of support, socialization, motivation challenges, tech or navigation challenges and so forth.
- **As you listen, empathize** – Understand their position and their feelings. Many times, families or students have been thinking about this for a while.
- **Advocate for MEVA’s programs** – Share information on our clubs, async options, and student support opportunities. See if they are willing to have a team meeting to talk over work credit options, early college opportunities, and so much more. Some students may qualify for early graduation.
- **Document, document, document** – your mitigation efforts in contact logs within Infinite Campus, then submit an intervention form. Familiarize yourself with the form selections to be aware of the kinds of barriers that lead to withdrawals.
- **Link to the form:** [Rapid Intervention Form](#)

From Cornell's TCI and CARE model.

weCARE

	WILLING	NOT WILLING
ABLE	ACKNOWLEDGE Give positive attention Join in activity Ask child to teach others	ENCOURAGE As if Offer assistance Give Choices Predict the future Make a request Natural or logical consequence
NOT ABLE	TEACH Give positive attention Join in activity Ask child to teach others	CHANGE EXPECTATIONS Change the expectation Redirect the activity Drop the expectation

State Assessment Updates:

- ▶ **MEA Science Training** – Is working and live again. For those who did not sign off on Math & ELA (Reading) trainings, please do so in Vector.
- ▶ **Testing Kits** - Are ready for pick up this Wednesday, May 10th .
 - ▶ Please share signage materials, scrap paper, snacks, waters, pencils with additional rooms if applicable to your location.
 - ▶ Testing platforms will show all students expected at your site, for flexibility of moving students around (scheduling wise if needed). Science will be grouped by site/proctor name due to the need for proctor codes.
 - ▶ Roster workbook defines which learner is expected in each AM/PM session. Student testing codes are included in the kits, use your rosters to select the paper codes needed to be handed out.
 - ▶ Reminder: Upon check in at your sites, don't forget to ask for their Wi-Fi access information in order to connect each computer to the Wi-Fi service.
 - ▶ **Auburn Location** – Tuesday, 16th – there is a situation with CMCC. They may have intermittent power and/or Wi-Fi outages only for this day. You may need to use mobile hotspots on and off. (checking on MEVA hotspots with jillian.)

Communications:

▶ During the Test Administration:

- ▶ Support Proctors – (At each location) Please immediately reach out to “no shows” and encourage Students to come in and test.
 - ▶ *If applicable to your location*, utilize the site roster to navigate different date/time options for families.
 - ▶ *If additional dates are not available for your location*, please add in the comments that rescheduling support is needed.
- ▶ Locations with limited staff - Presque Isle, Houlton or Machias – if you need outreach supports, reach out to Gina & Stef C to ask for help.
- ▶ **Math/ELA** – Issues or codes needed with testing administration please reach out to Don/Christina.
- ▶ **Science** – Issues or codes needed with testing administration, reach out to Stephanie Emery.
- ▶ **Computer specific issues** – First inquire with me (Steph Emery) for initial troubleshooting, (Math/ELA is can be a little finicky to launch but is easily resolved). Then lastly, reach out to computer tech support (phone numbers on boxes and on the computer screens).

Sub plans for MEA



MEA Traveling Teacher Proctors:

- **Provide subplans - we have a group of teachers who will be subbing for your classes.**
- **Do not to cancel classes whenever possible as we are opened for business during testing.**
- **Kits for testing will be available in the middle of the week.**
- **Coordinate with your team as to who will be picking these up.**
- **Let me know if you will need help getting them to your vehicle and I will make it a point to be there for you.**



Classroom Subs

Presentation title



- Those not attending MEA in-person have been assigned classes so that we remain open for our non-testing students.
- For some of you, it means running your usual classes.
- For others, you will need to modify lessons since you may have some grades attending your class while others are in testing.
- Still others will simply be attending the class and as students arrive, be there to greet them and answer any questions they may have while they work on assignments. We do realize you may not know all of the subject matter that the students will working on, but we know you'll do your best. For those who sub for classes that you do not normally attend, we ask that you create an opening slide which lets them know you are subbing and they will be working on unfinished assignments.
- You have added to the course shells you need to attend but please do let know if I missed anyone.
- The assignments are listed chronologically by date and periods in this spreadsheet
- <https://docs.google.com/spreadsheets/d/1ujwuEqaZCKnOqUIStOEeWYvPWdxAHBFbD9c2F8dCRxk/edit#gid=0>

Spring 2023 Assessment Calendar

5/2 – 5/4: NWEA MAP Growth (Virtual), Grades 7–11.

5/15 – 5/19: Spring MEA Reading & Math (In Person), Grades 7, 8 & 10.

5/22 – 5/26: MEA Science (In Person), Grades 8 & 11.

Travel Administrative Procedure

All substantiated business travel will be reimbursed at the **current allowable Federal standard mileage rate**. **Actual cost of tolls and parking will also be reimbursed**, **we do not reimburse for gas**. If eligible for reimbursement, the appropriate expense form documenting mileage, tolls, parking expenses and all other **allowed reimbursed expenses must be submitted within 30 days of travel, along with supporting documentation and/or detailed receipts.**

For all travel that is not overnight, the **maximum meal reimbursement for the day will be \$30.00** (excluding alcoholic beverages). MEVA will not cover your breakfast (unless you stayed overnight), as you we do not cover your breakfast when you come to the office. Any overnight business travel must be approved in advance. When approved, meals up to **\$60.00/day (excluding alcoholic beverages, desserts, and appetizers unless the appetizer is your main meal)** and lodging will be reimbursed by the school. All meal reimbursements must include the details of the charges. If the detail is not provided (itemized receipt), the reimbursement will be declined for the meal. If you go with another faculty member, remember to have separate meal receipts. **DO NOT** put meals on one meal check/receipt.

If you leave from home the mileage reimbursement will be calculated by the distance traveled, minus your normal commute distance to the MEVA office or the distance from the MEVA office to the destination, whichever is less.

MCSC Performance Measure:

Spring NWEA (Fall to Spring) GROWTH Results as of May 6th, 2023

Middle School Percentage of Students Meeting Growth Projection

Grade	Math %	Reading %	Language %
7	62%	52%	62%
8	69%	44%	53%
MS Performance	66%	47%	57%

Exceeds = 56% or higher.

Meets = 45% to 55.9%.

Approaches = 35% to 44.9%.

Does Not Meet = Lower than 35%.

MCSC Performance Measure – MEVA Custom Indicators:

Spring NWEA (Fall to Spring) GROWTH Results as of May 6th, 2023

Student Median Conditional GROWTH Percentile (MCGP)

Grade Performance	Math MCGP	Reading MCGP	Language MCGP
7	71 st	51 st	65 th
8	72 nd	42 nd	57 th
9	52 nd	36 th	56 th
10	44 th	55 th	72 nd
11	64 th	49 th	52 nd

Exceeds = 66th %ile or higher.

Meets = 50th % to 65th %ile.

Approaches = 35th to 49th %ile.

Does Not Meet = Lower than 35th %ile.

First Week Spring NWEA Participation Numbers – May 6th, 2023

Spring 2022-2023

	Math	Reading	Language		Math	Reading	Language
7th Grade	97.1%	97.1%	97.1%	7th Grade	97.1%	97.1%	97.1%
8th Grade	90.7%	92.6%	92.6%	8th Grade	90.7%	92.6%	92.6%
9th Grade	91.9%	90.3%	88.7%	Cumulative %	93.9%	94.9%	94.9%
10th Grade	92.5%	92.5%	91.4%				
11th Grade	92.5%	88.7%	88.7%				
Schoolwide	92.6%	91.4%	90.9%				

Informational Data for Planning Purposes Only:

Spring NWEA ACHIEVEMENT Results as of May 6th, 2023

Student Median ACHIEVEMENT Percentile by Grade Level

Grade	Math Med. Ach. %ile	Reading Med. Ach. %ile	Language Med. Ach. %ile
7	58 th	61 st	59 th
8	10 th	34 th	23 rd
9	51 st	36 th	41 st
10	81 st	62 nd	59 th
11	52 nd	38 th	47 th

66th %ile or higher.

50th % to 65th %ile.

35th to 49th %ile.

Lower than 35th %ile.

ESEA Comprehensive Needs Assessment and Application Development

The macro view:

- MEVA has clearly improved its academic outcomes – thanks to you!
- However, we cannot rest on our laurels, as you know. According to the spring data, what is left to do?
- Systemically, we need to boost students' growth in reading.
- Addressing pandemic learning losses, we need to pay close attention to students who are currently in the eighth grade with respect to their overall academic achievement. These students are headed to ninth grade next school year. ESEA resources need to be dedicated to suit.

Professional Learning Community (PLC)

- PLC Update – Christina O’Grady.
- Email cogrady@mainevirtualacademy.org if you would like to participate.

PLC Update

We met on Thursday, May 4th, to continue our discussion

- Articles: pros/cons of pre-assessments
- Example: pre-assessments
- What this looks like for MEVA?
- Next steps: meet June 1st, final meeting of the school year
- Summer: those working this summer will continue to meet to develop a plan around professional development

Guidance Update 5/8/2023

- We are taking students out of classes where they have below a 10%.
- All teachers: Please take your class list and recommend where each student should be placed for 23-24 (ie: college prep or essentials if applicable). This can be done during subject area meetings.
 - We would like these lists by JUNE 1ST.

Virtual Graduation Ceremonies Planning

- We are planning a virtual high school graduation ceremony on June 2nd, 2023, at 2:00 pm.
- Our middle school (virtual) step up day is tentatively planned for June 9th, 2023, at 11:00 am.
- Student and faculty planning has started.
- We are maintaining communication lists.
- We are hosting a graduation planning club for high school students.

Eighth Grade Advisory Update

- We are prioritizing engaging and retaining eighth grade students due to (past) patterns of high turnover, and significant academic needs.
- Prior year data suggested that we retained fewer 8th grade students during the academic year. In the past, fewer 8th grades students registered for their first year of high school.
- Eighth graders also have significant academic needs, as evidenced by their special education identification rate and achievement levels.
- Recent evidence shows that our efforts are working to turn this all around, thanks to the 8th grade academic and support team.
- What is new in the 8th grade?

Other

- Any other topics?
- Students' participation in NWEA and MEA testing is our highest priority during May. We strongly recommend rewarding students for completing their required assessments to provide incentives – does anyone want to share creative ways to do so?
- Next Process Improvement Meeting is on Monday, May 15th, at 3:00 pm. Faculty administering in-person testing are excused but are welcome to attend as time permits.