

# Ceasar Cone Elementary

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## Meeting Minutes

**Meeting Date:** 02/02/2021 - 2:30pm

**Title:** School Leadership Team

**Location:** Microsoft Teams

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### I. Attendance

#### **Team Members:**

Avery Steele, Mariah Allen, Danielle Choiniere, Kalayne Hughes, Joy Martin, Tara Mooring Roberson, Wykendra Parker, Shannon Peeples, Tosha Rooks, Nathan Sebens, Paula Westlake

#### **Guests:**

### II. Celebrate recent successes

- 4th grade reports having a non reader volunteering to read today; the group who were in the meeting know them and know this is HUGE
- 2nd grade shared-- more consistent rosters/routine, so things feel a bit more like normal now
- 5th grade working on scaffolded writing process and getting to developed paragraph-- and all in the class has written a paragraph
- Music-- so many different types of music and videos that are so relevant and culturally appropriate; 4th were struggling with fractions, so on the spot, he incorporated it into his lesson
- Observing that classes are very succinct and in tune
- 3-5 embracing and enhancing literacy with CKLA instruction

### III. Review and respond to coaching comments

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

Choiniere motioned; Sebens seconded; All approved.

### V. Old Business

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

*Indicators Assessed*

*Objectives Planned For*

*Monitor (updates made)*

### VII. Other Business

#### **Action Taken:**

**Budget review--** Restart and Title I Budget review-- tutoring (daytime and after school) in approval process-- tutors have to be virtual; parent set aside-- \$3083-- what can we do to help spend? Budget approval from before-- \$1500 set aside to pay for Right Start Orientation this summer and \$6000 set

aside for Americorp contract-- shifting to cover instructional supplies and materials-- checking to make sure it's been moved by Title I

**Parent Set Aside Discussion/Ideas**-- kits per grade level with tools/aids and a brochure of how to use the materials; dice, playing cards-- fractions/rounding, place value activities; different tents and each level has info; pick up food at the end; **April 14 is when report cards go home; do the 13th (no staff meeting-- prep for section)**; RSVP to include if coming the 13th, if want food, or just materials sent home; teams-- discuss activities that are reading and math and which items we need; specialists discuss what might work also; make dice from card stock for reading-- **by the 11th materials tell Peeples materials you'd like; food places-- check Cici's**; EC/EL will join with a group

**Device update**-- all certified staff have devices (2 on the way); 4/5 laptops arrived 1/28 and being distributed this week; will move the ones we bought to be extras in rooms for new students/those who forget. Question: Can we block YouTube on devices? There are more options now to lock down devices, remove features, ping devices they won't bring to schools-- check with Ms. Page if you have issues that come up to see what we might be able to do.

### **Cultural indicators**

- **Black History month**-- February; please check your email-- Ms. Hughes is waiting for videos of recorded quotes; SEL team is doing facts daily; 2nd grade is doing some form of a Wax Museum project-- Ms. Hughes will share rubric and such-- they are looking to use Flipgrid; discussing ways to share with all; 5th doing PPT slideshows to share with the class and will also use on Parent Night; spirit week 2nd week of February
- **Random Acts of Kindness**-- SEL team coordinating-- week of February 15
- **Women's History Month**-- March-- how can we highlight contributions throughout the month? Roberson will check on a set she has related to the month. Allen will lead, and Hughes said she'd help. Also Dental Health Month.

**Academics**-- small group instruction-- ideas/strategies; 4th is tweaking to see everyone within the week; 3rd has students sort of grouped in proximity-- those not with teacher are on individual work based on data-- students with teacher on Teams with their headphones on; use newer doc camera so they can see the screen shared-- may do a sort or flash cards, etc. They have a red folder for reading and blue folder for math so they have their own work packet ready (things they'd put in a more typical station in a more "normal" year). Now that we have more data, it's easier to specialize; **let MCLs know when and how you can use daytime tutors so they can work out the schedule**; use Whiteboard.fi-- so easy to see instantly

**PBIS**-- Cart clarifications? Team discussed going to the cart doesn't make sense with COVID restrictions, so all teachers will get a basket of items-- still will buy and supply with the items for x amount of time, so if you run through faster, you are on your own. **We need clarification of when**

**"cart in the room" is starting. Rooks and Smith with Gladstone about how to use PAWS; stay tuned for a revamp of PAWS on ClassDojo!**

Indicators review (items due/past due)-- went through to update in Indistar

Choiniere motioned closing; Westlake seconded-- all agreed.

#### **VIII. Next Meeting**

Date:

Time:

Title:

Location:

#### **IX. Adjourn**

3:30pm

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