

**Cone Elementary School Leadership Team Agenda**

December 5, 2017 @ 3:00 pm

**Classroom 9**

- Attendance: Westlake, Rickard, Neese, Weikart, Steele, McDaniel, McCormick, March
- Call to Order & Welcome
  - Motion made by: Neese**
  - Seconded: Rickard**
  - Vote: All in favor**
- Review & vote of previous meetings' minutes ~ **Nov 30th minutes approved via electronic vote.**
- Recent Successes
  - Winter Concert practice going well
  - Snow plow in parade on Saturday and posted on Twitter
- Coaching Comments ~ "A reminder that our submission date is fast approaching. Please let me know if you need any assistance- Michael Flynn, DPI. "
- Old Business
  - A 2.04 Instructional teams develop standards aligned units of instruction for each subject and grade level. (Mrs. Steele)
    - Review of math stations "Concrete-Representational-Abstract" alignment during professional learning community meetings.
    - Each grade level brought tasks students are working on and analyzed task to determine with of each they are (C-R-A).
    - Discussed Math talk and adding more into class discussions
    - Grade level alignment (before, during, after topics)
  - A1.07 All teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them. (McCain/Weikart)
    - Offering CHAMPS professional development opportunities to two teachers.
    - Walkthrough data is near the same as previous week. (Only 12 more walkthroughs since then.)

- 2 teachers offered CHAMPS support training. Using PR50 funds. (February)
  - How to handle students that aren't having successes with teacher implemented behavioral interventions.
    - Use behavioral plan as per Cone handbook.
    - Make referrals/write-ups, call office.
    - Teachers need to remember to give "fresh starts" daily.
- C 3.05 The LEA / school has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff. (Westlake)
- District design team met on Nov 16<sup>th</sup>
  - School design team will have a session on Thursday, Dec 7<sup>th</sup>
  - Goal is to extend the reach of highly effective teachers to 80% of our students.
  - Neese, Westlake, Allen, Steele, and Weikart are the schools team.
  - "In house expert for 1-2 grade levels."
  - Buddy teachers for extra support? (all new teachers have mentor teachers, usually new teachers on a grade level are also buddied up with someone on their grade level, as well as having Mrs. Steele as support).
- E1.03 All teachers systematically report to parents / guardians the student's mastery of specific standards-based objectives. (Robinson)
- Muffin with Moms & Donuts with Dads attendance numbers: 68 at Muffins for Moms & 54 at All Pro Dads.
    - Muffins for Moms topics—my positive self-talk (positive statements flower)
    - Donuts for Dads—Developing how to promote strong work ethic (doing with them and clear modeling)
  - Student Standard Tracker Reports will be released with interims on Friday
    - Fourth will be sending theirs out with interims.

● 2<sup>nd</sup> semester all 3-5 will be sending them home.

- New Business
  - Mr. Reid would like to meet with teachers after school on Wednesday to review procedures/needs/expectations for Thursday night.
    - Students in seats at 5:40pm Teachers here by 5:30pm
    - Dudley Drum line will begin the program.
    - Book Fair open 30 minutes before and after program.
    - Ways to block entry to upstairs for the night of the program??
- Budget
  - Remaining federal supply budgets
    - Approved for Math Day Tutoring Program
    - PRC50s have not been loaded yet.
    - Total budgets: Staffing costs came in under budget→getting ~\$7,116 back)
    - 105 (State priority funds) ~\$10,741
    - Total \$49,000 left
      - Tutoring and extra weeks for 1<sup>st</sup> graders will be \$35,000
      - ~\$10,00-\$14,000 to decide to spend
        - Invest in Media Books
          - Series books
            - Ask students for series that they enjoy reading to give to Collins for reference when ordering
        - 3<sup>rd</sup> grade(Blue) Book bags (Independent reading)
        - Dual language--English/Spanish books (from ARC?)
        - PD for other trainings than ARC if needed
        - Subs for allowing new teachers to observe veteran teachers
- Title 1 Parent Ambassador Moment
  - Curious George holiday reading and book swap event
    - Simkins Elementary--Tuesday, December 12<sup>th</sup> 6-7:30pm

- Sending District ELA school report card and our school report card out on Friday with Interims.

Dismissed

**Motion made by: Rickard**

**Seconded: McDaniel**

**Vote: All in favor**

Next Meeting **Tuesday, Dec. 19, 2017** at 3 pm in Media Center.

- Decide on date of January meeting.

Note: Due to data not being fully available, we will move A4.06 to the next meeting

- A4.06 All teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions (Rickard)
  - Teacher, parent and student survey data will be available at next meeting for review and discussion.