

Cone Elementary School Leadership Team Agenda

November 1, 2016 3 pm

Members present: McCain, Weikart, Robinson, Ward, Steele, Rickard, Batts-Elder, Hughes

- Call to Order & Welcome
 - 3:10 called to order by Ms. McCain
- Review of Oct. 20th minutes, which was approved through email vote.
- Old Business
 - Update on Indicators & Tasks
 - E1.06 Upcoming Parent Involvement Activities
 - Nov. 17th ~ math & science night
 - Speedway to Healthy will still be set up, so students can take parents through. Dinner will be provided in cafeteria. Leadership team decided to keep format the same from last year with short presentation, go to classroom, then have dinner & visit Speedway.
 - Classroom teachers will focus on providing strategies for increasing math fact fluency (when appropriate) or something else important for that grade level.
 - Team decided to drawing for each Parent Involvement night. We will seek gift cards and donations from local businesses as an expression of gratitude for attending.
 - Dec. 7th ~ Community Day
 - Families and community member invited to come eat lunch with each student, view artwork, and pick out a book Fair and then maybe read with them. Holy Hook-up will also be on site to assist families. Letters will be sent to community members asking consideration for money to donate a book, come be a special guest, or door prize for events.

- A4.01 Extended Learning invitations **grade levels are in process of collecting invitations back from students**
 - LLI students ~ currently serving around 40 students with 26 third graders, 8 fourth graders, and 5-6 fifth graders with fluency focus.
 - IST students ~ Currently 17-18 carryover cases from last year are open. No new cases have been referred this year.
 - PEP count ~ 7 PEPs shown online. 5 were submitted and 2 are in progress. All red and yellow students should have a PEP, except if identified EC and IEP goals align with areas of concern.
- B1.03 Walk-through data & lesson plan feedback
 - All certified teachers with exception of 1 have completed first formal observation.
 - Walkthrough data was shared. Overall, 40 walkthroughs have been completed in addition to formal observation. Generally speaking, whole group instruction, DOK 2 level questions, students reading, and Capturing Kids Heart strategy of Time-Out were most commonly observed during the snap shot walkthroughs.
 - Every teacher received feedback at least 2x's month. Many teachers receive feedback weekly. Overall good effort to getting lesson plans uploaded in relatively timely manner.
 - Curriculum Facilitator getting more into classrooms on Wednesday and letting PLCs be more self-run.
 - Grade levels are working well together.
 - Peer observation time first round of ½ planning occurred; requests were given to have release time to go observe peers earlier than this year;
 - Suggestion was made to seek staff input to reflect on what they need and then arrange to watch someone in house or in a school nearby
 - Dr. Weikart will create survey on Canvas

- Budget updates
 - State Priority money transfer was approved to align AS400 reports to the State Priority Plan and move unspent under-budget expenditures to supplies and materials.
 - Motion made to approved by Rickard; Hughes second. All team members voted in favor of making budget transfers as shared by Dr. Weikart.
 - Grade levels have \$500 from 105 monies to be spent on intervention.
- New Business ~ Nothing needed

Just a reminder you will be asked to share an update about your indicator during the Nov. faculty meeting!

- Next Meeting **Thursday, November 17, 2016** at 3 pm in Ms. Rickard's room.
- Meeting adjourned at 4:10