

Irving Park Elementary

Meeting Minutes

Meeting Date: 10/15/2019 - 2:45pm

Title: Leadership

Location:

I. Attendance

Team Members:

Tasha Wall, Tiffany Cotton, Callie Dooley, Jonathan Drye, Sandy Hunt, Marieke Maccione, Holly Morgan, Amy Payne, Mike Ward

Guests: Jason Caldwell - Parent Representative

II. Celebrate recent successes

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

Motion to approve: MaccioneSecond: DooleyNo discussion. Minutes approved.

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

New goals added to School Improvement Plan:

A1.06: ALL teachers provide sound instruction in a variety of modes: teacher-directed whole-class; teacher-directed small-group; independent work; computer-based. (5087

Actions added:

Weekly discussions during PLC's to discuss CFA data to drive small group instruction.

Teachers will use computers and technology as available.

A1.07: ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.

Actions Added:

Class dojo used for behavior documentation and communication to parents.

A2.26: All teachers and teacher teams plan instruction with a curriculum guide that includes methods to enhance student motivation to learn.

Actions Added:

Teachers will discuss data weekly at PLC meetings. Data will be discussed with CF and administration weekly.

Lesson plans will reflect data collection. Teachers will use data collection to modify and change instructional practices based on student ability.

VII. Other Business

Action Taken:

Review of By-laws for leadership team.

- Leadership members reviewed the by-laws and were asked to share with their teacher teams.

IPE Meetings: being scheduled on Friday afternoons.

- Since meetings take so long due to new systems, meetings need to be scheduled at appropriate times. Mrs. McKee will be talking to EC teachers to adjust the schedule.

PTA Lunches:

- Concern about teachers not getting full lunch during special lunches.
- Teachers need to stay with classes going through the lines.
- Friday December 13 will be their next lunch for staff.

Friday Lunch:

- Times on the table are kids eating times, not the times kids need to be lined up.
- Teachers should talk to students about being respectful to any staff member in the cafeteria.

Cafeteria noise levels:

- Teachers should talk to students about the appropriate voice levels for being in the lunch line.

Stars/Class Dojo:

- At the end of October send an email with your number of stars for your class.
- For the 2nd nine weeks we need to work on being more consistent as a school using Class Dojo.

- All teachers should be using Class Dojo, this was discussed at the beginning of the year meeting.

Monthly Spirit Day:

- Idea was brought up to have a monthly spirit day, wearing IPE shirts for the last day of the month.

Scheduling:

- Assemblies should be moved around so that grade levels are not missing the same blocks of instruction.

Book Fair

Week of November 19

- Family Reading night where 5th grade students will create games for kids.

VIII. Next Meeting

Date:

Time:

Title:

Location:

IX. Adjourn

3:45pm
