

Professional Learning Meeting Agenda – 12/1

- MEVA Mission and Vision Review.
- Maine's Model of School Supports.
- Win over the student initiative.
- Semester End Transition (SET) – Stephanie Emery.
- Multi-Tiered System of Supports (MTSS) data meetings – Dr. Christina O'Grady.
- Peer coaching worksheet – Don Fournier.
- Other and next Professional Learning (PL) Meeting on Monday, December 8th, 3:00 pm.

MEVA Mission and Vision

School Mission:

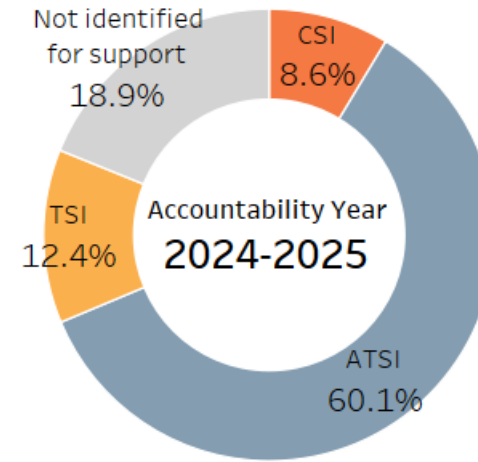
Maine Virtual Academy's (MEVA) mission is to develop **each** student's full potential with learner-centered instruction, research-based curriculum and educational tools and resources to provide a **high-quality** learning experience for grade 7-12 students who are in need of **alternative educational 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.

MEVA's status

Statewide Tier Breakout



Targeted Supports and Improvement (TSI)

Any school with one or more of the same student population(s) consistently experiencing challenges (over 3 years) in the same indicators

Support List (2024-2025)

District Name	School Name	Grade Range	Highest Tier Status
Maine Virtual Academy	Maine Virtual Academy	07-12	TSI

MEVA's needs

TSI Student Groups and Indicators Flagged for Three Consecutive Years

Student Group	Chronic Absenteeism	Progress ELA	Academic Achievement ELA	Progress Math	Academic Achievement Math
	ES	ES	ES	ES	ES
Economically Disadvantaged	⊘	✓	⊘	✓	⊘
Students with Disabilities	⊘	⊘	⊘	⊘	✓
White	⊘	✓	⊘	⊘	⊘

Win Over the Student!

Thoughtful and consistent communication is the foundation on building successful rapport with our families and students.

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!

Win Over & Rapport

- **Win Over**: is a proactive approach/mindset. Win “back” is more reactive and is also needed in some cases, like in progress withdrawals as an example.
- **Rapport Definition**:
 - The Merriam-Webster Dictionary defines Rapport as; *a friendly, harmonious relationship especially: a relationship characterized by agreement, mutual understanding, or empathy that makes communication possible or easy.*
- **Google Dictionary - Examples of Further Meaning**;
 - 1. Rapport is a good sense of understanding and trust.
 - 2. A close and harmonious relationship in which the people or groups concerned understand each other's feelings or ideas and communicate well. Example, *"she was able to establish a good rapport with the children"*

Communication

- In ALL Cases;
 - Communication should always exhibit compassion, empathy and kindness.
 - Be an effective communicator, timely and responsive.
 - Exhibit a willingness to help and serve our families well.
 - Never forget to share the vast opportunities we have at MEVA to support our students!

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 withdrawal for a while.
- **Advocate for MEVA’s programs** - Share information on our clubs, self-paced 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 a “Rapid Response” form below*. Familiarize yourself with the form selections to be aware of the kinds of barriers that lead to withdrawals.
- **Link to the form:** [24-25 Rapid Response \(Intervention\) Form](#)

SET Semester 1 Timeline Reminders:



- › **1/9 (Sem 1)** – Should be the final student due date for completing work. Keep in mind 1/15 is the absolute LAST day of the semester – no extensions. Teachers can determine final due dates within this timeframe. Keep in mind gradebooks also close on the 15th .
- › **1/15 (Sem 1): HARD DEADLINE - Last day to submit final grades to Operations via email.** Teacher's final day to complete and submit grading for all students by COB. Ensure that your grade scheme is set to the *MEVA Default* before closing grades. Then enter your final grades into your gradebook and export/download them by this date.
- › **Gradebook Exports: Must have the following selections ONLY! In your gradebook export settings please select the following;**
 - 1. Student ID (Org Defined ID) & Username
 - 2. Last/First Name of the Student
 - 3. Final Calculated & Adjusted Final Grade, prior to exporting to CSV.
 - 4. Please check your downloads to ensure FINAL letter grades are present. Do not populate percentages, points, or individual assignment grades before sending.

Please Follow the Full Training Guide (Slides & New Walkthrough Video) - Available in Vector
<https://meva-me.safeschools.com/>

NWEA, Semester 2 & New Enrollment

■ NWEA

- For all current and new students, Jan 13th-15th and makeups on 16th. Questions relating to NWEA contact cogrady@mainevirtualacademy.org

■ Semester 2

- Jan 16th, Semester begins. Set course/student schedules before this date so that students will see courses on their calendars.
- Course placements, begin the week of Dec 12th.
- Check Sem 2 content and set to not visible by (12/8th -12th).

■ New Students

- Onboarding sessions will be held before the new student start date – date/links TBD.
- First day of school, Jan 12th. They will participate in testing on the 13th.
- Student's will be sent information about what their first week will look like and what they can expect. This info will be shared with teachers as well soon.

MTSS Data Meetings

- Dr. Christina O'Grady.

Peer coaching worksheet

- Don Fournier.

Peer Coaching Worksheets

Three tools for reflective, collaborative professional growth:

- - Peer Observation
- - Collegial Conversation
- - Lesson Review

Peer Observation (Instructional Strategy Focus)

Includes:

- - Pre-observation questions
- - Evidence collection
- - Data tools
- - Reflection prompts

Pre-Observation Questions

- What is the learning objective?
- How does the strategy support learning?
- What feedback is desired?

Observation Evidence

Teacher Actions:

- Describe specific moves

Student Actions:

- Engagement and responses

Environment:

- Supports or barriers

Data Collection Options

- Dialogue tracker
- Time-on-task analysis
- Questioning tally
- Student work samples

Post-Observation Reflection

- Patterns or trends
- Strategy effectiveness
- Adjustments for next time

Collegial Conversation (Problem of Practice)

Focus:

- Clear problem definition
- Evidence review
- Dialogue prompts
- Action planning

Clarifying the Problem

- Evidence of challenge
- Student impact
- Previous attempts

Evidence Review

- Student work
- Observational data
- Assessment patterns

Dialogue Prompts

- Urgency of challenge
- Assumptions
- Leverage points
- Teacher-controlled actions

Generating Approaches

- Create list of strategies and select one for testing.
- Plan implementation and define evidence of progress.

Lesson Review Protocol

- Lesson summary
- Evidence of learning
- Instructional moves
- Growth opportunities
- Next steps

Evidence of Student Learning

- What students know/misunderstand
- Engagement highs and lows

Instructional Moves

- Positive impact actions
- Opportunities for clarity/scaffolding/challenge

Actionable Next Steps

- List 1–3 adjustments for next iteration.

Other

- Other topics and/or questions?
- Next Professional Learning (PL) Meeting on **Monday, December 8th, 3:00 pm.**
- **Winter Break is December 22nd through January 2nd.** Please cancel your live sessions.
- MEVA virtual high school graduation on **Friday, June 5th at 2:00 pm.** MEVA virtual eighth grade recognition ceremony on **Friday, June 12th at 11:00 am.**
- Looking ahead, the Last Day of School is **June 12th.**
- PL Meeting Materials are posted at:
<https://www.mainevirtualacademy.org/essaesserlau-elresources/meva-professional-learning-pl-meeting-materials>
- Thank you for all that you do to support your colleagues, your students, and their families.

SY2025/2026 Updated Assessment Calendar

Assessment Type	Fall Dates	Winter Dates	Spring Dates
NWEA	September 16, 17, 18, 2025 (Makeup Day - September 19, 2025)	January 13, 14, 15, 2026 (Makeup Day - January 16, 2026)	May 5, 6, 7, 2026 (Makeup Day - May 8, 2026)
MEA (ELA & Math)	October 6-17, 2025	NA	April 6-17, 2026
MEA (Science)	NA	NA	April 6-17, 2026 (HS) May 11-22, 2026 (8 th Grade)
ACCUPLACER	September 16, 17, 18, 2025, with makeup days scheduled throughout the year	Ongoing	Ongoing
i-Ready Diagnostic	ALL 7th - 11th-grade students will complete math & Reading. August 25 - September 9, 2025, during Math & English classes, with makeups held during FOX Time and HelpDesk	January 13-15, 2026 (For mid-year enrollees only)	May 26-29, 2026, during Math & English classes, with makeups held during FOX Time and HelpDesk