Demosophia LLC

Surfacing Wisdom, Resolving Complexity

Routine Meeting/Discussion - Core Team

Strategy Name: Meeting the Needs of the Whole Child

Strategy Number: 2

Date & Time December 9, 2016 9:00-10:30 am

Team Members:

First Name	Last Name	Position	Attended (X if Yes)
Chanda	Jackson-Short	Board Member	
Dan	Shelton	Superintendent	X
Sylvia	Henderson	Assistant Superintendent	X
Pam	Herrera	Director of Elementary Ed.	X
Lawanda	Burgoyne	School Improvement Specialist	X
Paul	Dunford	Director of Secondary Instruction	X
Gene	Montano	Supervisor of Secondary Instruction	X
Mike	Saylor	Supervisor of School Success	X
Tonya	Guinn	Supervisor of Student Services	X
Tina	Pinkett	Associate Principal at DHS	X
Julie	Giangiulio	Principal at East Elementary	X
Lee	Olmstead	Dean of Students at CMS	X
Joyce	Denman	Director of Special Services	X
Amanda	Wells	Psychologist DAP/KCCS	X
Michael	Casson	Community	X
Tamika	Culver	Social Worker For KCSILC	X
Michele	Wilson	Teacher at BTW	X

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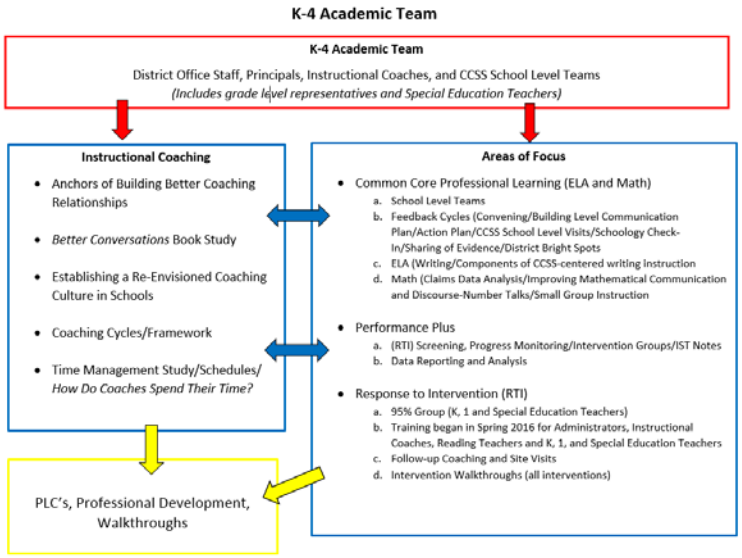
Discussion:

Topic	Discussion/Status (Bullet topics for agenda. Revise based on actual conversation for minutes)	Action(s)	Assigned to
Review Purpose and Intent of Core Team	• Review Reporting of Progress • Review Strategic Intent Framework		

Review and Report out of Projects/Work Groups	1. K-4 Academic Team-Herrera
	- Common Core ELA & Math teams from each elementary school
	  - ELA - Writing
	  - Math - Mathematical discourse & small group instruction
	- Performance Plus
	  - RTI (Response to Intervention) - diagnostic progress monitoring & notes; staff support through embedded professional development
	  - Common assessments online for Grades 2-4
	- Response to Intervention
	  - Identified 95% group as additional intervention program based on student need; initial training and ongoing coaching
	  - Specific walkthrough tool for interventions
	- Instructional Coaches are integral to all three preceding initiatives
	 
	
	2. 5-12 Academic Team-Dunford
	- A fully representative group of secondary
		1. Teams from 1-3 will meet (1/13) to prioritize Professional Learning needs for 2017-18 and beyond	1. Dunford, Herrera, Guinn

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	coaches/specialists who are collaborating to implement: - Common Core Professional Learning/Instructional Coaching Model - District-School Professional Learning Communities - Teaching and Learning Feedback Cycle - Building Level Communication/Action Plan - Common Core School Visits/Observations/Walkthroughs - Communication/ Sharing of Evidence - Review of Instructional Practices and Tools Note for both 1 & 2: Meetings are often occurring in schools and focus is on instruction within the schools 3. K-12 Social Emotional Team-Guinn - Looking at Universal Screener potentials; work may need to come back to core team when determining the level of depth within screeners - Social & Emotional Needs subgroup has held one meeting; initial findings: - Student Peer Relationships - Student Self-Regulation - Teacher-Student Trust - Next steps include locating evidence-based interventions and professional development to support both students and staff 4. Mandatory PD requirements-Henderson - Built in time at beginning of year for mandatory state trainings: - Child Abuse Detection and Reporting Training - School Bullying Prevention Training and Criminal Youth Gang Detection Training - Suicide Prevention Training - Secure the Human - Teen Violence (secondary only) 5. Professional Learning Calendar-Henderson - Goal: Comprehensive calendar for teachers and administrators offering a menu of professional		

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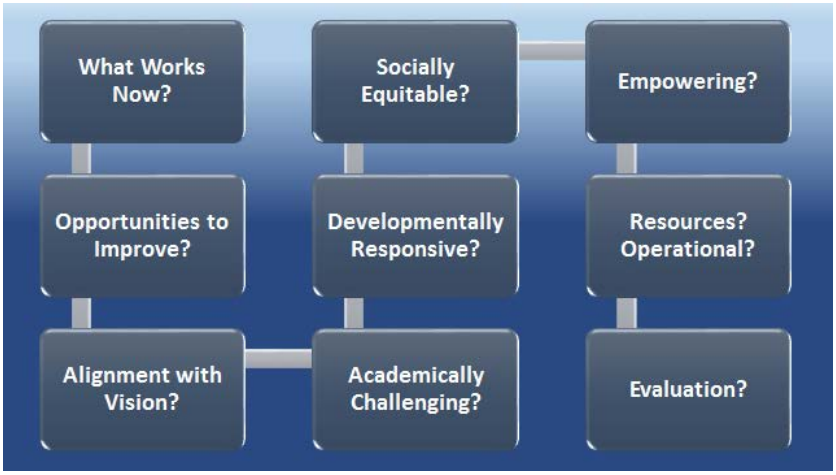
	development throughout the year
	- Based on: state requirements, teacher needs, student needs
	- Core Team Feedback:
	  - Include secretaries, paraprofessionals, other staff (cafeteria & transportation)
	  - Keep online master professional development calendar
	
	6. Master School Calendar-Henderson
	- Part I DRAFT 2017-18 distributed for informational purposes only
	- Group will meet again 12/14 to look at other options
	- Goal: to present calendar to board in January
	- Core Team Feedback:
	  - Can other transitional grades (specifically 5 & 7) also start one day early like 9 while 6 & 8 start 2nd day
	
	7. Building Level Master Schedule-Dunford, Herrera and Denman
	- Leadership training and support
	  - Sessions are designed to provide an evidence-based structure and set of guiding practices to collaboratively build school schedules.
	 
	
	  - School staff in each school are currently completing phase one of the scheduling process and the accompanying Build a School.
	- Middle schools
	  - District leadership and middle grades leaders
		6.a. Next Calendar Committee Meeting: 12/14
		
		6.b. Board presentation 1/18
			6.a. Henderson
			
			6.b. Henderson

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	planned and participated in the first of three, day-long focus sessions on the foundational leadership and organizational skills to guide the use of school master schedules as an instructional tool. Two additional sessions planned will provide guidance around culture and community and curriculum and instruction and assessment.
	
	8. District RTI Team, RTI process, RTI Framework-Saylor
	- District committee formed and created a defined K-12 RTI process that begins to combine the academic and social/emotional tiers of support. Bringing together academic and SEL groups together next month to plan professional needs/next steps.
	- Secondary team:
	  - Reviewing tools for academic universal assessments and progress monitoring tools.
	  - Creating/identifying a menu of interventions.
	- Elementary team:
	  - Universal assessments in place
	  - Emphasis is on greater analysis of curriculum based assessments (CBA) - item analysis using Performance Plus.
	- Interventions (academic and behavior) are being tracked in Performance Plus to better gauge and compare outcomes through the report engine.
	- Secondary schools are beginning to use the EdInsight Dashboard as an Early Warning System (focus on Attendance, Behavior, and Course grades).
	- Four representatives from Capital are on the state level RTI Committee that is making recommendations to revise Chapter 14 (State RTI Regulations).
	- Needs & Next Steps:
	  - Funding for assessments and intervention materials for secondary schools (as identified by reviews/needs)
	
	9. Board Legislative Priorities-Shelton
	- Capital Board of Education has adopted a list of Legislative Priorities for the 2017 Legislative Session.
	- State School Board Association has adopted their priorities based on those submitted by each district.
	- Chief School Officers Association is working with OMB to develop a plan moving forward should the financial outlook remain bleak for state level school funding.
	- Need to continue to engage stakeholder groups in the
		9. a. Identify a community action item that can be addressed to engage partners
		
		9.b. Develop a communication plan that incorporates all grade
			9.a. Shelton
			
			9.b. McCarthy

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	Capital Strategic Plan Workgroups to ensure broad understanding and input from constituents.
	- Questions presented:
	  - Who needs to be involved that may not be currently?
	  - Religious leaders in local churches (strategic plan needs to happen at the community level)
	  - Address through a public health perspective
	  - How do we move the identified needs in the work that are beyond the control of the district to the greater public and legislators?
	  - Identify community goals and action items within the work of the group
	  - Involve parents to transcend the organizational
	  - Investigate ways to do whole-school events outside of sports and clubs at secondary schools
	  - Analogy of charging stations in airports for electronic devices - how do we create a similar centralized location for exchange of resources/information for community, parents, and district
		levels and schools with expectations of how often and in what methods are used
		
		9.c. New Work group to be developed on Professional Learning
		
		9.d. Add a non-staff parent to core team membership
			9.c. Henderson
			
			9.d. Henderson

Work For Next Quarter	1. Instructional Calendar-Board Approval 2. Developed PL Calendar 3. Protocol for Master Schedule 4. Identify Practices with SEL curriculum 5. Update Course Guide 6. CSD Instructional Model/Theory of Action		
Communication Plan	- Sub Group Minutes to be posted to Web - Other potential Communication Gaps/Needs and Solutions		
Remaining dates for SI 2 core team	March 2, 2017 (9:00 - 10:30) June 1, 2017 (9:00 - 10:30)		

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