

# East Elementary

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## Meeting Minutes

**Meeting Date:** 02/27/2019 - 2:30pm

**Title:** School Improvement Team 2/27/19

**Location:** Media Center

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### **I. Attendance**

#### **Team Members:**

Pat Adkisson, Patricia Boone, Jewel Cannon, Donna Davis, Paul Debnam, Carolyn Frye, Michelle Goode, Yaronda Kilgo, Matt Lasher, Kimberly Nelson, Rachel Wallon

**Guests:** Annie Calloway, Addison Sykes, Wendy Welch

### **II. Celebrate recent successes**

Celebration was shared by Ms. Wallon: Students have used the new headphones and it has been noticed that they are staying on task and participating in their independent reading.

Finished all ACCESS assessments with ZERO mis-administrations!

In Mrs. Davis's 5th grade, a new student became engaged in conversation for the first time today.

### **III. Review and respond to coaching comments**

We will revisit this item at the next SIT meeting.

### **IV. Approval of last meeting's minutes**

We approved the previous SIT minutes in Google Docs, which will be uploaded soon.

### **V. Old Business**

Question/Comment: To invite Dr. McKinnon to our Site-Based meetings.

Question pertaining to C2.01 from Oct. 16, 2018 from Ms. Wallon: ESL and EC can not access data in iReady that teachers are inputting. Could this be due to the lack of administrative rights provided to teachers? Donna Davis may be able to assist by running reports and sharing data among staff.

Idea by Ms. Cannon: At next SIT meeting, gather input from staff on addressing various indicators (ie: collecting information; data; etc). Another idea presented: Small groups of staff work collaboratively to input data for various indicators.

Idea by Ms. Kilgo: Incorporate staff into addressing various indicators prior to next SIT meeting (2:30-3:00), followed by the SIT meeting, beginning at 3:00. Would allow for more active communication

that aligns with supporting the active indicators.

## **VI. Indicators to Assess-Create-Monitor**

*Indicators Assessed*

*Objectives Planned For*

*Monitor (updates made)*

See V (above)

## **VII. Other Business**

### **Action Taken:**

A4.01 (6/7/19): Instructional Assistants will receive independent Reading Level Assessment Training to provide standards-aligned intentional and focused small group reading instruction.

- Currently, Ms. Calloway is organizing and leading the IRLA implementation
- Mr. Lasher wants feedback on IRLA implementation. He will be sending out an email to staff, requesting their input each week.
- Concern that IAs are pushing into classrooms and could cause a disruption to others' learning.
- IAs do not have keys, supplies; therefore, this tends to cause a disruption to the learning environment
- 4th grader team has created a schedule.
- IRLA schedule may need to be tweaked, as it disrupts other lessons (guided reading, math, etc)
- Concern that IAs are pulled to sub
- Idea: Disperse students when needed to avoid taking IAs from their IRLA groups
- Goal is to collect feedback from teachers/IAs in order to have IRLA begin running smoothly at the beginning of the 2019-2020 school year
- Method for communicating IRLA pluses/deltas: Create a form that teachers/IAs can access to contribute feedback about the IRLA implementation. Mrs. Calloway would be the owner of the Google Form.
- Idea: Share a video that explains what IRLA is.
- QUESTION: Possibility this summer of IRLA training for teachers?
- Student Dress Code: Add to next SIT meeting

## **VIII. Next Meeting**

Date:

Time:

Title:

Location:

## **IX. Adjourn**

3:47am