

Meeting Title

MINUTES

SEPTEMBER 16, 2009 2:00 – 3:30 PM

LARGE CONFERENCE ROOM

MEETING CALLED BY	Kenney Moore
TYPE OF MEETING	Leadership Team (School Improvement)
FACILITATOR	Kenney Moore
INTERPRETERS	Faith Powell, Donna Flanders
NOTE TAKER	Kerri Harbin
ATTENDEES	Kenney Moore, Vanessa Robisch, Brenda Flanagan, Jamia Green, Amanda Chilvers, Shelley Parker, JR Roberson, Amy Cohen Efron, Linda Massenburg, Tina Caloud

Agenda topics

	INTERPRETTING PROTOCOLS	KENNEY MOORE
DISCUSSION	<ul style="list-style-type: none">Each meeting will begin with attendees stating interpreting preference	
	TAKING MINUTES	KENNEY MOORE
DISCUSSION	<ul style="list-style-type: none">Future meetings will rotate note-taking responsibilities between AJ and Kerri	
	SCHOOL IMPROVEMENT PLAN SUBMISSION GaDOE	LINDA MASSENBURG
DISCUSSION	<ul style="list-style-type: none">Sept 30 the plan will be evaluated by GaDOEKenney will receive suggested revisionsRevised plan will be resubmitted by October 16	
	QUARTERLY ACTION PLAN	KENNEY MOORE
DISCUSSION	<ul style="list-style-type: none">Will be developed with input from school.Will use GAPPS analysis input	
	DATA TEAM UPDATES	VANESSA ROBISCH
DISCUSSION	<ul style="list-style-type: none">Will use Data Team books (that were handed out at School Improvement meeting at Callaway Gardens)Will meet regularly (4-5 times a month) in PODWill first introduce data team (in school assessments Key levels)Will include introduction in school-wide staff meeting September 17, 2009	
	NEW DISCIPLINE AND TEACHER/STUDENT ATTENDANCE TRACKING	AMY COHEN EFFRON
DISCUSSION	<ul style="list-style-type: none">The plan has been submitted to the Positive Behavior Team for reviewMay need to include doctor red informationAll Dr. Red incidents need to be documented on SWIS formsNeed to establish a chain of protocol regarding to whom documents should be submitted. If document is submitted to Linda, also submit to Don GallawayVanessa and Kenney will receive copies at the end of every month. 3 total forms (staff attendance, Student attendance, and Discipline forms) These will then be discussed at leadership meetings	
	PRESENT SCHOOL IMPROVEMENT PLAN TO SCHOOL COUNCIL AND STAFF	VANESSA ROBISCH
DISCUSSION	<ul style="list-style-type: none">Will need formal approval from school council to move forwardWill present to staff sometime in OctoberAlso will present mission and beliefs to be reviewed/updated	
	AMANDA CHILVERS PRESENTED 2008-2009 STATE ASSESSEMENTS DATA REVEIW	
ACTION ITEMS	<ul style="list-style-type: none">First year for GKIDSKindergarten parents were sent GKIDS results as report cardTo be sensitive to student privacy, results of 10 or below were overiewed	

- See Amanda for detailed break-outs of test results
- Data did not include summer re-tests
- Amy Cohen Efron would like to see statistics on 12th grade retest/repeat results. This would help support decisions to keep students in school past the age of 18. It would also be encouraging to students
- Vanessa Robisch explained past students can come back after graduation to retest to receive a diploma
- 3-8 GAA results were noted as impressive
- EOTC testing is moving toward online. This is defined as taken at school with proctor
- Vanessa noted that EOTC is worth 15% of grade
- 67% of students who met ELA were GAA students
- Kenney clarified that FAY is defined as students enrolled from October through May 3-8 and 11 grade

SHELLEY PARKER REVIEWED LOCAL LITERACY/LANGUAGE ASSESSMENTS DATA

- Reading level data slides reflected last year's growth alongside this year's growth
- 1st-12th grade were tested to meet SIP goal
- Goal is for students to achieve two years growth.
- 71% of students showed one year's growth
- Discussed regression factors (background knowledge)

VANESSA ROBICSH PRESENTED CRCT AND KEY MATH DATA ON BEHALF OF MARY CAROL

- CRCT: 13 students nearly met proficiency
- Explained term 'Bubble Students' (also means above and close to passing)
- Brenda Flannigan noted key math not an indicator of CRCT success
- Vanessa would like comparisons done by percentage
- Data Team will analyze results
- Amy suggested all test results be presented in standardized way, for example, with columns for comparing data.

GENERAL COMMENTS FROM THE FLOOR

- Vanessa suggested using gathered test data results as a report card for ourselves. Suggested Leadership Team agenda should include reviewing data. Also an end of the year summary fashioned like an IEP would be helpful.
- Take SIP year by year not just a 3 year plan
- Vanessa reminded all to let Shelly know one day in advance when you need a sub for meeting.

Closing:

Next meeting is set for October 7 , 2009 2-3:30

The agenda will include:

- Vanessa and Kenny will report on GaDOE meeting regarding school improvement
- Review any quarterly action plan updates
- Decide how to present the School Improvement Plan
- "Look Fors" (list of classroom observation standards)
- Amy will report on Bubble kids/graduating seniors