

# SBMS AVID Site Team Agenda/Minutes

Date: May 16

Present: John, Lisa, Diane, Gretchen, Laura, George, Margaret, Tasha

## Objectives:

- ⊗ *Promote effective, representative decision-making related to school improvement*
- ⊗ *Increase communication between and among staff and parents/guardians*
- ⊗ *Increase student, staff, and parent involvement in school with a focus on learning*

## Roles and Responsibilities

Chair: Tasha

Convener (Member Rotation): Oct-Diane, Nov-Gretchen, Dec-Laura, Jan-Chelsea, Feb-Lisa, March-Margaret, April-Diane, May-Gretchen, June-Laura

Recorder (Staff Rotation): Oct-Tasha, Nov-Diane, Jan-Laura, Feb-Margaret, **March-George**, April-Diane, **May-Margaret**, June-Gretchen

Timekeeper: George (timer may be needed)

**Student Representatives:** Zionna Brown (8th), Rylan Krienart (8th), Emma Nordahl (6th), August McClain (6th)

### Roles & Responsibilities:

Site Council Chair-The Site Council Chair will develop the meeting agenda, email documents (including agenda) and resources needed for the meeting by (at least) the Monday prior to the Site Council meeting.

Convener-(rotation)-The Convener will run the Site Council meeting.

Recorder-Staff rotation-Certified staff members of the Site Council will serve as recorders on a rotating basis. The duties of the recorder will be to take notes and record minutes for distribution to members and others. The recorder will note all proposals and ideas to review at the end of each meeting for a decision or a decision to table to a future designated date.

Timekeeper: Uses timer and reminds team when 1 min is left of an agenda item.

**Staff Representatives:** Tasha, George, Diane, Gretchen, Margaret, Jesse, Laura

**Parent Representatives:** Chelsea Donahue, Lisa Kinser-Wehr, John Baumann

Time Fr-To	Agenda/Person/ (Dec-Disc-Info) <b>OR</b> Teaching/Learning	Follow Up Action/Result	Who is Responsible for Follow Up?	By When?
10 mins	<p>-Student Council Report</p> <p>-SIP Report</p>	<p>All EEF grants were approved in the order we submitted.</p> <p>Student Council is working on changes to the program for next year. The student selection process, and calendar of events etc.</p> <p>Student Leadership Activities: Brain Bowl, GSA, Student Advisory/Leadership Team (advises principal), Spencer Butte had three teams participate in the Lane County Brain Bowl. We had two 6th grade teams. They placed first and fourth in their division. We had a 7th &amp; 8th grade team placed 7th (out of 24). Students were excited and ready to compete again next year.</p> <p>GSA Teach out will be next week. We got approval to take a total of 10 7h and 8th grade students when it was publicised 8th &amp; 9th grade only event.</p> <p>Tasha has been working with a student initiated principal's advisory committee discussing school climate.</p> <p>5th to 6th Transition Doc- Part of our school improvement plan is to upgrade our 5th to 6th grade transition process. We have created an electronic google form for all the teachers to complete. We will have a an transition visitation day on Tuesday May 23rd. This will include student tours and question &amp; answer. That night we will also have a parent night. Teachers will also participate in a "google hang-out" to be able to get more in depth information from our feeder school teachers.</p>	NA	NA
2 mins	PD Schedule Proposal Update	<p>Staff did not approve our last proposal regarding taking 6 instructional days to get more staff collaboration and professional development. The new proposal is to utilize our mid-term grading days for more collaboration and PD time. This has yet to be approved as of yet.</p>	NA	NA
5 mins	<p>Student Shadow-Equity Audit Part 2</p> <p><b>Discussion/Info</b></p>	<p>Debrief- Spencer Butte Staff Council shadowed students for the morning trying to see what the life of our students is like. We took notes, brought back our information and then interviewed each of the students. We will utilize this</p>	<p>Staff Council to share experience and findings with staff to generate</p>	<p>June staff meeting</p>

		<p>information to share with staff with goals regarding our observations (see below).</p> <p><b><u>Summary of Student Observations</u></b></p> <ul style="list-style-type: none"> <li>-Dependent on peers for academic cues</li> <li>-Student self perceptions are inconsistent, re: academic success</li> <li>-Students resist social risks while learning</li> <li>-Lack of class participation</li> <li>-Lack of work completion</li> <li>-Well practiced at work avoidance</li> <li>-Visibly compliant-avoiding cognitive demand</li> <li>-Resistant to teacher assistance and approach</li> <li>-Observed under developed 'habits of mind'</li> </ul> <p><b><u>Now what?</u></b></p> <p><b><u>Staff Learning</u></b></p> <ul style="list-style-type: none"> <li>-How can we increase accurate student perceptions and understanding of academic growth? (Goal Setting)</li> <li>-Increase staff awareness of compliance versus cognitive engagement.</li> <li>-How do we sustain collaborative learning while holding students accountable for learning (sustain academic press)?</li> </ul> <p><b><u>School Culture</u></b></p> <ul style="list-style-type: none"> <li>-Increase culture of acceptance of others, social vulnerability and risk taking</li> <li>-Increase authentic connection (in and out of school)</li> <li>-Increase acknowledgement of student assets and growth</li> </ul>	<p>our plan to meet student needs.</p>	
<p>12 mins</p>	<p>Equity Audit <b>Discussion/Info</b> Tasha</p>	<p>To Discuss at next meeting-- Staff Council reviewed the lowest scoring items from the equity audit. We would like to prioritize each of the items as to which ones would have the most traction for our building.</p> <p>Non staff members are paired with staff members to review the equity audit. Part 1-School Characteristics and Practices, rating on a level from 1-4. Item 1 (4, 3, ?, 4, 4, ?) =3.75    Item 10 (4, 3, 3, 3, 3, 3, 3)=3.14    Item 19(4, 2, 3, 3, 3, 2, 3)=2.86 Item 2 (4, 2, 2, 2, 4, 4, ?)=3    <b>Item 11(3, 2, 3, ?, 2, 3, ?)=2.6</b> Item 3 (4, 2, 3, 2, 3, 4, 3)=3    Item 12(3, 3, 3, 3, 4, 3, 4)=3.29</p>	<p>1-Consider the evidence for items 7, 11, 14, 15, 16, 17, 18.</p> <p>2-Prioritize items</p> <p>3-Develop Action Plan</p>	<p>Site Council, leads/plans the equity work, 6/6 mtg</p>

		<p>Item 4 ( 4, 2, 3, 3, 2, 4, 4)=3.14    Item 13(3, 3, 3, ?, 4, ?, ?)=3.25  Item 5 (3, 2, 3, ?, 1, 3, ?)=3    Item 14( ?, 2, 2, ?, 3, ?, ?)=2.33  Item 6 ( 4, 2, 3, ?, 2, 3, 4)=3    Item 15 (3, 2, 2, ?, 3, ?, 2)=2.4  Item 7( 4, 2, 3, 2, 2, 3, 3)=2.7    Item 16 (3, 1, 1, ?, 1, 2, 2)=1.67  Item 8 ( 3, NA, NA, NA, 2, 4, ?)=3    Item 17(3, 2, 2, 2, 3, 2, 3)=2.42  Item 9 ( 3, 3, 3, 2, 3, 4, 4)=3.14    Item 18 ( ?, 3, 2, 2, 2, 2, 3, 3)=2.83  Number 19-Would like plans with UO to continue.</p> <p>Averaged scores with ?s/NAAs noted,  We have selected 7, 11 and 18 as our focus for next year.</p>	<p>4-Improve process for staff audit</p> <p>Plan for working on 7, 11, 18 in last meeting</p>	
10 min	Agenda items for next meeting	Library Update/Refresh	Tasha to email info and request input and contributions	May 22
	<b>Work Session Meeting Dates</b>	<p>(generally 3rd Tues), all 7:45-8:30 am, Conf Rm</p> <p><del>Sept 20th-Kick Off Meeting</del></p> <p><del>Oct 18th</del></p> <p><del>Nov 15th</del></p> <p><del>Jan 17th</del></p> <p><del>Feb 21st</del></p> <p><del>March 21st</del></p> <p><del>April 18th</del></p> <p><del>May 16th</del></p> <p>June 6th-End of Year, includes Staff Council/Equity/AVID</p>	<p><b>Looking back</b>-review SIP and mark we we have accomplished and how we can improve further.</p> <p><b>Looking forward</b>-Plan for working on CRP and implicit bias in the 2017/18 SY.</p>	June 6