

Williams SIT Minutes

11-7-18 3:00 pm

Members present: Amy Oots, D. Martin, L Cooley, P Skipper, P. Land, M. Mauceri, K. Todd, A. Moore, M.Jewell, S Raddabaugh, K Swiger, E. Wasserberg, A. Heming, Barbara Sutton, B. Kenworthy, Vreeland Wood, J. Maskell

Sign In/ Introductions

1. Data Review- Cooley/ Skipper

[AimsWeb Fall Tier Transition](#)

[Summer Slide Data](#)

2. Calendar for 18-19 <http://www.nhcs.net/calendars.htm>

Report cards- 11-30

Awards Assemblies- 11-30 or *[Awards Assemblies](#)*

[Moved to Dec. 7.](#)

End of the semester- Friday, February 1st.

3. Budget Report- See chart *[Copy of the budget was passed around for team to refer to.](#)*

A. Field Trip Requests *[Requests must be made by Nov. 20](#)*

B. \$2500 in Parent involvement supplies- *[Teams should meet and give feedback on how these funds can be used to get more parents involved](#)*

C. Requests- Tables in grade 5- approx. 3,000 *[Team leaders are to Discuss with their grade level to approve this amount.](#)*

4. TWC Survey Focus Areas for 18-19

Teachers are recognized as educational experts.

Teachers are trusted to make sound professional decisions about instruction.

Devising teaching techniques

There is an atmosphere of trust and mutual respect in this school.

Suggested Actions Steps:

Create Quarterly Peer observation schedule *[Mrs. Oots will create a document to allow for teachers to sign up to observe a teacher of their choice.](#)*

Collaborate with teachers to review school wide walk-through tool *[Mrs. Oots created a new walkthrough tool based on feedback from staff.](#)*

Meet bi-weekly with team chairs to discuss solutions to challenges

Create a Beliefs Document, revisit mission, vision

Wednesday PD conducted by colleagues

Teacher of the Month *Climate Committee will work on this.*

Team leaders were asked to get ideas from their grade level.

5. Safety Issues/ Inspections/ Arrival/Dismissal

Parents at the meeting shared that they felt the school was safe. They are comforted knowing that staff/ adults are on duty around the School campus at arrival and dismissal. Student safety patrol will be Starting. Those students will assist K-2 entering their buildings as needed.

Teachers are asked to discourage students from going to other buildings to visit with their old teachers, siblings and friends.

The expectation is for students to be in their classrooms when they Arrive to school or after breakfast, to complete their morning work.

Team leaders shared that 2:00 planning coverage can be stressful.

6. Assigning grades to EC/ESL students *EC has a google doc shared with teachers of students they work with. ESL team works with teachers to provide grades for their students also.*

Upcoming Events:

11- 20- Skate Night

11/ 21-23 Thanksgiving Break

Week of 12- 10- Book Fair

Holiday Program- 12-13

Book Fair- Week of 12-10

Team Reports:

Kindergarten- *The painted "SCHOOL" sign on road needs to be repainted. Mrs. Oots will follow up with that.*

1st through 5th- *no items to discuss*

ESL- *Suggestion to bring LEP forms to skate night since a lot of parents are there to watch their children skate.*

EC / TAs *no items to discuss*

Special Areas/ Coaches *Professional Dev. Nov. 11 1/2 day for Para-educators.*

Parent Input *Kindergarten parents are informed of the importance of daily reading to their children.*

Asked about the use of Class DoJo for communication with classroom teachers. Suggestion for teacher emails to be on homework sheet.

Promote "Like" and "Follow" on Facebook and other social media.

