

Dr. Carrie D. Robinson Littleton Elementary

SAC Meeting Minutes

August 29, 2016

I. Call to Order

Mandi Fitzgerald

Meeting was called to order at 5:00 pm.

Attendees

Jenna Andle
Monica Broughton
Mandi Fitzgerald
Jenna Giampi
Anais Guzman

Amanda Lisenbey
Chad Michaels
Tina Pavy
Lisa Peters
Lori Ramey

Tina Pavy
Catalina Torres
Jeff Sanders
Shirley Robinson

II. Approval of Minutes

Recommendation was made to approve the minutes of August 18, 2016 by Anais Guzman and seconded by Chad Michaels:

Vote: Yes-14

No-0

Abs-0

III. Present and approve FY17 SIP

Mr. Sanders presented the 2016-2017 Robinson Littleton Abbreviated SIP Plan.

**2016 – 2017
Robinson Littleton Elementary
Abbreviated SIP**

Academic Goal:

In 2016-17, the student achievement will increase school-wide by focusing on teaching and learning.

ELA

	2015-16 Result	2016-17 Target
Percent of students proficient	40%	46%
Percent of students making learning gains	43%	55%

Percentage of students in Lowest 25% making learning gains in ELA	28%	48%
Strategy #1 Teachers will teach explicit and systematic decoding interventions & instruction.		
Action Plan	Evidence	
Provide Really Great Reading (RGR) Implementation Professional Development training	In-service records	
Implement RGR in the instruction	Lesson plans, walk-through observations	
Administer decoding screeners	Results from the screeners	
Monitor for Fidelity of Implementation		
Walk-throughs by administration; provide teacher leader & PD&L Specialist support	PLC minutes, Walk-through results	
Monitor for Effectiveness		
Ongoing progress monitoring	Improved students results on assessments, STAR & decoding screeners	
PLC meetings	PLC meeting minutes	
Progress Monitoring Tools	Decoding screeners STAR/STAR EL reports Grade level assessments Compass Odyssey	

Strategy #2 Teachers will teach explicit grade level vocabulary and word learning strategies.	
Action Plan	Evidence
Use evidence-based practices which include the following: Kagan structures, Word Walls, Thinking Maps, repetition and exposure, word games, oral language, realia, focusing on content area and tier 2 words, non-fiction read aloud, personal connection to words, Greek and Latin roots.	Lesson plans, teacher observations, walk-throughs, student work samples

Monitor for Fidelity of Implementation	Evidence
Walk-throughs by administration; provide teacher leader & PD&L Specialist curriculum support	Lesson plans, classroom observations, PLC minutes
Monitor for Effectiveness	Evidence
Monitor the vocabulary acquisition and usage standards report from STAR	STAR reports, data from grade level assessments, Compass Odyssey learning paths
Progress Monitoring Tools	Decoding screeners STAR/STAR EL reports Grade level assessments Compass Odyssey

MATH

	2015-16 Result	2016-17 Target
Percent of students proficient	44%	50%
Percent of students making learning gains	48%	60%
Percentage of students in Lowest 25% making learning gains in math	30%	50%
Strategy #1 Teachers will teach math vocabulary		
Action Plan	Evidence	
We will use evidence-based practices which include the following: Kagan structures, Word Walls, Thinking Maps, repetition and exposure, math games, focusing on content area and tier 2 words, content area non-fiction read aloud, personal connection to words, and oral language activities.	Lesson plans, teacher observations, walk-throughs, student work samples	
Monitor for Fidelity of Implementation	Evidence	

Walk-throughs by administration; provide teacher leader & PD&L Specialist curriculum support	Lesson plans, classroom observations, PLC minutes
Monitor for Effectiveness	Evidence
Monitor student mastery of standards	IXL reports, Grade Level Assessments, STAR Math, Compass Odyssey
Progress Monitoring Tools	Grade level assessments STAR math reports

Strategy #2	
Daily computation practice will occur in each classroom to ensure student mastery and fluent recall of basic math facts.	
Action Plan	Evidence
Daily use of Fast Math, Math Games, Compass Odyssey, and IXL activities to build student fluency	Reports from FAST Math, IXL, and Compass Odyssey
Monitor for Fidelity of Implementation	Evidence
Walk-throughs by administration; provide teacher leader & PD&L Specialist curriculum support	Classroom observations, PLC notes, lesson plans
Monitor for Effectiveness	Evidence
Monitoring standards based assessment data	IXL reports, STAR Math Data, FASTT Math, Compass Odyssey reports, formative and summative classroom assessment data
Progress Monitoring Tools	Grade level assessments STAR math reports

SCIENCE

Goal	2015-16 Result	2016-2017 Target
Percent of students proficient	36%	50%

Safety Goal

The school will monitor student progress and provide supports necessary for behavioral success when needed.

Goal	2015-16 Referral	2016-2017 Target
Reduce the number of referrals by 40%	447	268
Strategy Identify struggling behavior students and reteach appropriate behaviors through PBS and Second Step Program as appropriate.		
Action Plan		Evidence
Establish a campus wide, clear understanding of the behavior expectations across campus and in classroom environments.	Lesson Plans	
Administration will meet with each classroom to review and reinforce the campus wide PBS behavior expectations.	Power Point Presentation, schedule of classes	
Familiarize teachers with use of PBS classroom infraction report	Back to School Training Schedule, Power Point teacher presentation	
Reteach and model school wide PBS behavior expectations through video segments on morning announcements	Reduced number of disciplinary referrals	
Monitor for Fidelity of Implementation		Evidence
PBS team will meet monthly to monitor the number of discipline referrals received for FY17 and provide support to teachers as needed.	PBS Team meeting minutes; number of students participating in No Referral Incentive Parties.	
Monitor for Effectiveness		Evidence
PBS Team will present behavior statistics to faculty meeting monthly.	Number and type of referrals, frequency of referral by student	
Student survey	Analysis of student survey data	
Plan for Progress Monitoring		Analysis of referral data; student survey input

SIP Process: First Mrs. Broughton and Mrs. Cauceglia attended a meeting at the district office; then our staff met. The participants in putting together our plan were our grade level chairs, teacher leaders, intervention specialist and our guidance counselor. Our academic goal for 2016-2017 is for student achievement to increase school-wide by focusing on teaching and learning. We will continue teaching the fundamentals, but will focus on Math, English Language Arts (ELA) and safety. In the attached document (Attachment 1) we have action plan strategies, how to reach goals, monthly meetings and weekly planning learning communities (PLC). We are required to have one academic and one safety goal.

Mrs. Ramey questioned that even though we are reviewing an abbreviated plan, is there a large plan spelled out showing all the resources that we use to assist students? Response: Yes

Mr. Michaels questioned what was our 2015-16 referral amount compared to the 2016-17 target? He also asked how we track our data. 447 referrals were processed in FY16, thus, the goal is to reduce that number to nearly half. The discipline data is tracked monthly. To reduce our 2015-16 number by 40% this year, the school will continue to use the positive behavior support program (PBS). One example is: students who do not receive a referral in a month are invited to attend a school celebration. Our first celebration will be the first week in October. Mrs. Broughton also speaks to the student population each morning about being respectful every day and reinforces our school-wide behavior model using the acronym STAR which stands for:

- S=Stay safe
- T=To be prepared
- A=Active learner
- R=Respectful

STAR is our school wide expectation and we also have “In it to win it” on Fridays where Mrs. Broughton asks a question to a class via WOWL-TV and if the class answers the question correctly, they receive tokens towards their quarterly Positive Behavior Celebration (PBS). Students can also receive individual incentives by earning pride tickets for showing citizenship in and out of the classroom.

Our approach here at Littleton is to be proactive rather than reactive and to teach our students appropriate behaviors. We reward our students when they do the right thing.

Ms. Guzman asked “what is our school grade at this time?” Currently, our school’s letter grade is a D. We were three points away from a C. Our goal is receive a B. If we achieve our goals in the SIP plan, we will earn a grade of a B.

A motion was made to approve the 2016-2017 Robinson Littleton Elementary Abbreviated SIP plan by Jenna Andle and seconded by Jenna Giampi:

Vote: Yes-14 No-0 Abs-0