(ROSA PARKS COMMUNITY SCHOOL)

School Management Team Agenda/Minutes

(Date: February 25, 2016)

Present: Mrs. Joseph-Charles (Principal), Ms. Yildz (Math Intervention), Mr. Bennington ( SPED), Ms. Scott ( Teacher), Mr. Devone ( Community School), Mrs. Murphy (School Counselor), and Mr. Holmes ( PTA-Parent)

Not Present: Mrs. Cutugno (Teacher), Ms. Jones (Para-Professional) Dr. Campbell (Teacher), Mr. Coban (Teacher), Nickie Alston (Community Member), G. Selliah ( ESL),

1. Acceptance of last month’s minutes. Completed all minutes were accepted.

(Monitoring the election process, roles and responsibilities, setting of meeting dates, minutes distribution)

2. School Improvement Plan/Title I Plan Activity Progress: Person/People Reporting Mrs. Debra Joseph-Charles

Plan is in continued process for revision due to changes occurring with curriculum.

(Facilitation of the School Improvement Plan/monitoring, assessing, and amending the plan)

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| Goal # | Activity Description | Person/People Responsible | Status (Not yet begun, In progress, Completed) | Evidence/Data of Status  (What and where housed) | Justification for revisions, if any | |
| 1 | By June 2016, at least 70% of all students in all Subgroups will increase their performance in reading by at least 7% and 5% respectively from one benchmark assessment to another as evidenced by the performance on EOC Assessments and Marking Period Grades. | Principal Admin Team | In progress  Currently Cycle 3  Implementation Stage  EOC2 Interim Goal Met  EOC2 | Office  Data Coach |  | |
| 2 | By June 2106 RPCS will successfully implement a model of RTI to address the needs of all its learners as evidenced by a 5% increase in the Assessment scores of Students identified as Tier II and Tier III learners and a 10% increase in teachers successfully utilizing the calendar and schedule for re teaching and retesting.  Provide at least 10 hours of Professional Development in regards to RTI in Math Deadline for this goal for math October 24th. | Principal Admin Team | In progress  Currently Cycle 3 | Office  Data Coach | . | |
| 3 | During the 2051-2016 school year, RPCS will complete the 14 steps to implement the multi-tiered interventions of PBSIS in academic year 2015-2016 as evidenced by as evidenced by the development of the requisite products resulting from each step.  Completed by October 24th Discipline referral system. | Principal Admin Team  PBSIS Team | In progress  Currently Cycle 2 completed | Office |  | |
| 4 | Using data-specific indicators from the QSR, the overall rating of Rosa Parks CS will improve from “Developing “ (2.4) to “Proficient” (at least 3.0) by the completion of the final cycle review for the 2015-2016 school year. | Principal Admin Team  PBSIS Team | In progress  Currently Cycle 3 | Office |  |

3. Committee Reports: Person/People Reporting: Multiple People\_\_\_(Data Collection/minutes from committees)

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| Committee | Date of last mtng. | Achievement Data to date: Assessment Data | Demographic Data | Program Data: Usage | Perception Data: Information from walkthroughs and surveys |
| Data Team (assessment, attendance, student conduct) (Mr. Coban) | 2-3-2016 | Reports Attendance Data Staff/Student  Performance Data  Benchmarks Conduct data | General Education  SPED  ELL  Male/Female  Ethnicity  SES | IRead  ST Math  Read 180  Math180 | School Climate RAC  Thursday Envelopes |
| ScIP (mentoring, professional development)  ( Mrs. Joseph-Charles) |  | Observation Data  All non-tenured staff completed evaluation  Currently working on Tenured staff  10 and 20 week submitted |  | Mentorship/ Mentee | No CAP’s for Staff for no staff |
| I&RS (trends, interventions)  (Natasha Murphy) | 2-25-2016 | PBSIS Tier 2 Intervention  Intro to Behavior | General Education Students | Math180  Read180 | Staff Training in December at Staff Meeting |
| Each CPT (student achievement data, best practices) | Grade Level K (Cutugno)  Gr. 1st  Grade 2-25-2016  Grade 3 2-22-16  Grade 4/5 2-23-16  Grade 6/7 2-23-16 | 4/5 Intervention Block B day List of student to work on skills on a rotation Running records data.  6th /7th Discussion with students of 72 and below. Action Plan with students and Parents |  | Readorium Science in grades 5 to 7 | Children continue to pay attention to the data walls and are getting excited to see movement. |
| School Safety Team (positive school climate, HIB reports) | 12-22-15  March 2016 next meeting | Trends | Current HIB report numbers |  | City will be completing a surprise visit |

4. Parent Involvement: Person/People Reporting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Meets the needs of students and families/facilitates the development of, monitors and assesses procedures, programs, and goals that enhance achievement/builds capacity for parents and students’ concerns)

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| Committee | Date of last meeting. | Number of Parents | Feedback Results | Surveys/Evaluation forms data | Planned Activities |
| PTA  (Mr. Holmes) | 2-18-2016 |  |  |  |  |
| Parent Academy  (Mr. Holmes/ Mr. Devone) |  |  |  |  |  |

5. Community Involvement: Person/People Reporting: \_\_\_\_\_\_\_Barry DeVone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Develops and monitors procedures for the facilitation of communication throughout the professional community)

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| Committee | Planned Activities |
| Family Engagement | Spring Dance March 18th Kinder Grade to 3rd MSU trip March 22nd Math Night March 30th Parent Academy will launch March 17th Family Connections Family Engagement Seminar begin early March Adult School started on Feb 23rd |
| Family Breakfast Series | March 17 College Readiness Program 9-10 |

6. New Concerns not addressed above (to be discussed only after the above agenda items have been completed)

Data review for RAC review:

* Interm Goal and action steps status Data team to see if we had 5% improvement

1. Goal 1 ELA interim goal ended in December

* 10 action step 3 complete 7 are in progress

1. Goal 2 Math inter with pacing m Goal providing support with teacher to keep u and a 2% increase grouping ESL SPED

* 6 action step 2 completed 4 in progress

1. Goal 3 Implement system monitoring compliance with the referral system

* 14 action step 4 completed 10 in progress OCR data

1. Goal 4 QSR reviewed looked at areas underdeveloped to developed

* 15 action steps 6 completed 9 in progress

Attendance Data December / January – 88% did not meet for staff (Vacancy/ Absences) January back to staff 92%

Student attendance 96% December and during the month of January 95%

Chronically Absent less than 5% of students In December school wide below the 5% males hit the 5% and females 3% ESL and SPED 4%

January Boys 5% lowest groups LEP and Females 2% all other groups were 4% improvement from previous months.

Referrals December OCR 19 to main office January 7 Race and ethnic all African Americans

January 6 males 1 female

Assessments

ELA all participated in the benchmark except the 6th grade (92%) were at 95%

1st grade met the benchmark for proficiency

Math all made it for participation except for 5th grade

Improvement from running records in lower grades. Math major concerns in 6th and 7th grade

Incentive program for students who are doing the right thing.