

Doris Henderson Newcomers School

Meeting Minutes

Meeting Date: 10/24/2017 - 3:00pm

Title: Leadership Team meeting Oct. 24th

Location:

I. Attendance

Raycia Evans-Crawford, Kimberly Hudak, Chesley Huskins, Angel Katona, Avery
Team Members: McGuire, Vanessa Parmenter, Marvin Smith, Jennie Van Schaick, Amy Yount, Abu
Zaeem

Guests:

II. Celebrate recent successes

Thank you for a great Parent Day!

III. Review and respond to coaching comments

Indicators have been updated to include financial information. Team members have been informed as to how to upload artifacts to support work with indicators by clicking on the folder underneath the login link. From there, artifacts can be uploaded to address the specific indicator.

IV. Approval of last meeting's minutes

Minutes approved and seconded.

V. Old Business

Mascot decision is still waiting on a few votes. Colors are determined green and blue.

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

- A2.04 Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)
- A4.01 The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)
The LEA/School regularly looks at school performance data and aggregated classroom
- C2.01 observation data and uses that data to make decisions about school improvement and professional development needs.(5159)
- E1.10 The school provides parents/guardians with practical guidance to encourage their children's regular reading habits at home.(5186)

**Objectives Planned For
Monitor (updates made)**

Updated Title I funds.

VII. Other Business

MS Funds for Science needed: A list of supplies is needed by end of Nov for 1st order, then end of Jan for 2nd ordered (for MS science units). Smith has requested that a print out of the online cart to be turned in to him for paperwork for Purchase Req. Lists asked to be submitted to Smith by 11/3/17.

MS/ES: how are the awards ceremony and certificates organized? ES will be responsible for printing their own on ES printer. Zaeem will send out basic templates for teachers (A/B honor roll, perfect attendance-office, character, perseverance, highest average/achievement) . Dates: 11/6-ES, 11/7-MS, 11/9-HS.

Action Taken:

Teacher Survey

Classroom teacher responses to be discussed:

1. Minimize Interruptions to Instruction
2. Minimize Amount of Routine Paperwork
3. Protect from Duties That Interfere with Instruction

VIII. Next Meeting

Date:

Time:

Title:

Location:

IX. Adjourn

4:30pm