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| **The Syracuse Latin School**Hughes Elementary School | **Kelly Manard**, Principal  |
| September 26, 2017 |

**School Leadership Team Meeting**

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| **Time** | **Agenda Item** | **Notes** |
| 3:15 – 3:25 | * Norms / Expectations
* Introductions
* Mission / Vision
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| 3:25 – 3:30 | * Review purpose of School Leadership Team
 | Consistency Pk-5 |
| 3:30 - 4:00 | * Review School Improvement Plans (highlights/goals)
* Review School Review Process for Creating Plans
 | \*Discussion point – sharing goals at Curriculum Night on 10/5Review the evidence for school site review.Some of the goals in the plans are district provided and others are set by the school**Tenet 1**Created Walk through tool and worked with Tiffany Campu. The tool has been shared with the staff who provided feedback.Sticking to the plans is an important goal. We want to hold our self-accountable and reflect on the plan.**Tenet 2**Personalized learningDigital tools and use to make decisions about student learningMath and Art connections worked over the summer Specials areas teachers will visit collaborative meeting so teams and special area teachers have time to plan **Tenet 4**Parents shared they knew if their child was not doing well they would know. During the parent interviews we noticed parents were unable to answer questions because we weren’t sharing sufficient information with parents. This has driven the goal in this tenet**Tenet 5**Improve the intervention team process. SIT teams will push in to team meeting to share with staff. Increase parents knowledge of services offered at the school. Broader scope of staff involved in the intervention process Add the school services to curriculum night to inform parent**Tenet 6**The school has a family engagement facilitator assigned to the building and she has started to connect with parents. Classrooms will have quarterly parent activity such as sharing a project, authors shareFamilies wants to be more engaged. We are allowing for that with a level of structure. Hope that this will allow families to be more authentically engaged. There is a reserved table so parents can have lunch with their child.**How might we be able to share the goals with parents** Infographic ( Tracy Mosier)Powerpoint on loopAt PTOSlide in teachers presentationOne paperStation with information (Nicole Brec)Multiple ways of sharingPoster make |
| 4:00 – 4:10 | * Current Work of the School

\*School Climate Team\*School Intervention Team\*School-Wide Committees | **School Climate Team**What worked well last yearMore intrinsic Increase the climate and culture for the staffOctober Incentive ( Fall themed activities) 100 pointsHomework, etc.Possible student assemblyPossible student assembly quarterly**School Intervention Team**Students in need of academic and behavioral supports are referred to the team. We identified students last year and we reviewed those students this year looking at STAR and other data. We are working on providing interventions. AIS students have been identified and we are looking at targeted support for students in need. We are creating schedules. Coaches are pulling students for extra targeted assessment. We used the NYS scores for rising 4th and 5th grade students SOAR and running record to identify students in need of supports. Mrs. North and Ms. Darrhon have started working with students. Working on services for students of color and students of lower socio-economic status to close the gap. While the Latin School has out preformed the district and the state, students of color and students of lower socio-economic did not perform as well.**STEAM Committee**The main goal of the STEAM team is to develop a makerspace. We will be looking for donation and people with skills to share with the students. We will participate in events with the MOST and other competitions. |
| 4:10 – 4:15 | * Questions / Comments / Next Steps
 | Email Kelly with any items for discussion on the agenda |
| **Notes/Items to Remember:**\*October 24th meeting – Review Title I Parent Involvement Plan / Parent Compact  |