TITLE I PRINCIPALS & COORDINATORS

MEETING MINUTES

**Tower Room, September 30, 2013 2:30-3:45**

**IN ATTENDANCE:**

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| **X**-ATA and Family - Jeff Johnson | Spring Creek – Susan Penrod |
| **X**-ATA and Family - Corianne Riceheinke | **X**-Spring Creek - Dayna Mitchell |
| **X-**Chavez Elem Christy Pitts practicum student | **X**-Twin Oaks – Kathy Owen |
| **X-**Awbrey Park – Joel Lavin | **X**-Twin Oaks – Terri Weston |
| **X-**Awbrey Park – Melissa Davies | Village School – Bob Kaminski |
| **X-**Bertha Holt – Joyce Smith-Johnson | **X**-Village School – Tana Bailey |
| **X**-Bertha Holt – Jennie Potter | **X**-Willagillespie – Stella Dadson |
| **X**-Chavez Elementary – Denisa Taylor | **X**-Willagillespie – Cassidy Temple |
| **X**-Chavez Elementary – AJ Hruby | O’Hara – Chris McMillion |
| Family School – Rhonda Lawson | **X**-O’Hara – Stephanie Hoffman |
| Alicia Longoria – FRC | Eugene Waldorf – Molly Wilson |
| **X**-Howard Elementary – Alan Chinn | **X**-Eugene Waldorf – Laura Blake |
| **X**-Howard – Robin Vaughan | **X**-Suzy Price – Title IAdmninstrator |
| Kelly MS – Wes Flinn | **X-**Tami Walkup – FRC Coordinator |
| **X**-Kelly MS – Gloria Speasl | **X**-Raquel Gwynn – SDS |
| River Road – Susan Nacaba | **X**-Marlee Litten – SDS |
| **X**-River Road – Aline Baissac | **X**-Kathy Luiten – SDS |
| **X**-Bee McRae – Title Program Coordinator Asst. | **X**-Reid Shepard – SDS |

**2:30–2:35 Suzy**

**Welcome and Introductions**

Brief overview

**2:35–3:00 - Suzy/Marlee/Kathy**

**Leadership and the Lone Nut**

A Youtube video was shown: The Dancing Man

* Stand alone and be easy to follow
* As momentum continues to grow, people jump in, it’s not as risky now
* Leadership is over glorified, there is no movement without the first follower
* Courageously follow

Opportunity to ponder your leadership role. Broaden the scope of your involvement.

Holt, Awbrey Park, and ATA all cited examples of how the dancing, or rippling effect is gaining momentum in their schools. More people are “dancing” due to the way it’s proposed and written. Momentum *is gaining*.

It’s important to engage parents in their child’s education.

**3:00-3:25 - Suzy**

**Beyond the Bake Sale**

**Parent Involvement**

* **Survey reviews**
* **Establishing goals**

**Beyond the Bake Sale Book Study**

Principals and coordinators completed a survey, from Beyond the Bake Sale, that helped them consider they type of school they may be, as perceived by parents. In addition, the arent involvement survey results from last spring were handed out. Principals and coordinators had an opportunity for discussion both surveys, by school and determine 2-3 priorities/goals on which to focus this year. The hope was that the surveys identified some tangible ideas for coordinators to take back to their schools

Suzy noted that it’s critical for principals come to these Title I meetings as it is an opportunity to hear what is going on with Title I and a time to touch bases with their coordinators.

A reading assignment was given to coordinators and principals: Chapter 3; each school was assigned a core belief to read between now and our December 9 meeting.

**3:25-3:35 – Raquel/Reid**

***Do the Math* by Scholastic ~ a Quick Overview**

Raquel and Reid distributed handouts.

Do the Math is a research-based intervention that works well with the core, and is scripted enough for EAs. It can be also used as an after school intervention. One of the reasons this program was chosen, is it was created by Marilyn Burns. It’s an intervention focusing on numbers and operations. It has 13 modules with 30 lessons each in it. Hones in on what the researchers say is important and is aligned with the IES Guide.

Students work in pairs, or individually. It Looks different from our core instruction on purpose

For each module you have a pre assessment and after every 5 lessons another assessment.

**3:35-3:45 - Suzy**

**Reminders and Updates**

* **Extended Learning w/Technology Expectations for 13-14**

Setting the stage for technology, you still have your teacher partner’s using the equipment. Expectations for the year were distributed.

*LuAnn from McCornack won the printer in the drawing.*

* **Family Engineering Kits**

Tami Walkup handed out kits. October 16th, Willagillespie will be hosting the family event. Show up at 4:30 for the event. For more information, contact Cassidy Temple.

We may get more demos facilitated by Mia Jackson; more to come!

* **Indistar Tool for School Improvement Plans**

New tool required by ODE to use for your new school improvement plan. Any targeted school will need to use if they plan on going to SchoolWide status as well. Suzy will be talking with Sara and Laurie to update her on use of the tool.

**Other Business**

Items DUE today, September 30, 2013

* Copy of ***Parent Notification Letter***; NCLB (in newsletter or sent home as a separate notification)
* Copy of ***general newsletter announcement*** of reading and math services
* Copy of ***Title I Annual Meeting*** announcement
* Copy of ***Parent Involvement Policy***
* Copy of completed ***Family and Community Involvement* *Questions***
* Copy of ***family activities*** documentation held during the month of September, including sign in sheets (ie Curriculum Night, Back-to-School Night, Welcome Back Family Socials, etc.)

**Items DUE by November 8, 2013:**There are no Title PD's or meetings in November, so paperwork will need to be printed and sent to Penny via inner-district mail. You are welcome to drop by the Instruction Department OR give the documents to me during my November visit to your school, the week ending November 8; whichever is most convenient. Resources can be found on the October Blog and on the website at [Coordinator Resources.](http://www.curriculum.4j.lane.edu/title/)

**Targeted Schools (TAS)**

* Copy of ***Targeting Sheets***, by grade level
* ***Priority list*** of identified students
* Copy of ***parent notification of services***, including a copy of the "***exit of services***" letter

**School Wide Schools (SWP)**

* Copy of ***parent notification of services***

**Both TAS and SWP**

* ***Criteria for Services***
* ***Student Profile*** form (sample from Quickbase - redact student name)
* Copy of both the school's instructional ***master schedule*** and ***intervention schedule***
* Copy of both the ***EA's*** and ***Title teacher schedules***
* Copy of the ***School Compact***
* Copy of your ***Data Team/IIPM annual meeting schedule***
* Copy of one set of ***Data Team/IIPM meeting minutes***, including an ***agenda***

**Mark you calendars! The next Coordinator’s PD is December 9; ALL DAY**

8:00-11:00 Go Solve Word Problems refresher and new learning

11:00-11:30 Lunch

11:30-2:30 Coordinator’s PD

2:30-3:45 Principal/Coordinator meeting (note ~ our meeting is scheduled until 3:45, pending space availability)

When scheduling a sub, please select “Title One” in Aesop. If you are a part time Coordinator, and will be working outside your regularly scheduled day, please let me know and extended contract will be offered.