

# Action Planning Form

Date: 8/31/2020

Area of Focus:	The purpose of the Leadership Team Meetings is to discuss student data to identify student levels and differentiate class instruction to meet the needs of all students. Purpose, Agenda, Discussion, Accountability <b>begin</b> and end on time – Please do not make any other appts. on Mondays @ 4PM
Action Team:	Leadership Team and Family Engagement

GET	What results do we want to get?	How will we measure the results we are getting?
GET	Support staff members will support grade level teams and individual teachers to achieve our purpose.	School Assessment Data
DO	What are the few key activities that we believe will lead to our desired results?	Notes:
	21 <sup>st</sup> Century – Hernandez/Franco <ul style="list-style-type: none"> <li>• Program Starts September 21<sup>st</sup></li> <li>• Send Email/Survey to Existing Staff</li> <li>• Currently have 13 Classes (6 Academic/7 Enrich)</li> <li>• Classes will vary based on teacher availability and supplies</li> </ul>	
	Sports – <ul style="list-style-type: none"> <li>• Meeting to be determined with Yvonne Nelson</li> </ul>	
	TTL's – Kieninger/Sanchez <ul style="list-style-type: none"> <li>• Form regarding trainings</li> <li>• Will be sent out to teachers</li> </ul>	-When will the form go out
	Testing Coord – Hernandez/Franco <ul style="list-style-type: none"> <li>• Completed Assessment Trainings</li> <li>• District Benchmarks will now be timed to prevent cheating</li> <li>• Possibly create a newsletter to send out to teachers on all testing updates (monthly or bi-monthly???)</li> <li>• Send TAR Link so teachers can bookmark and explore with some new sections added (Benchmark/NSGRA)</li> </ul>	
	Leader in Me – Alday <ul style="list-style-type: none"> <li>• Upcoming training in September</li> </ul>	-Light House committee (Ms. Mills)
	Student Council - Eunice <ul style="list-style-type: none"> <li>•</li> </ul>	-Student council can be a 21 <sup>st</sup> CCLC class, Eunice can touch base with Erika & Juan about possible meeting times

<p>CSP – Hernandez</p> <ul style="list-style-type: none"> <li>• Gopa -</li> </ul> <p>Rebekah-</p> <ul style="list-style-type: none"> <li>• Virtual running record</li> <li>• Support with PD</li> <li>• Forms support (tutorial)</li> </ul>		<p>-Mini PD's</p> <p>-August 27<sup>th</sup> &amp; August 28<sup>th</sup>, Teacher Forum took place on NSGRA diagnostics</p> <ul style="list-style-type: none"> <li>• Powerpoint on NSGRA diagnostics is available in Teacher Forum</li> </ul> <p>-September 1<sup>st</sup> Teacher Forum will take place on running records if there is no PD preparation meeting.</p> <ul style="list-style-type: none"> <li>• September 3<sup>rd</sup>, Teacher Forum on Running Records will take place.</li> <li>• K-8 CSP tasks meeting on Tuesday, September 1<sup>st</sup> from 12:30-2pm.</li> </ul>
	<p>Community Support – Maribel</p> <ul style="list-style-type: none"> <li>• Working on getting food box donations (hygiene items)</li> <li>• Title 1 forms</li> <li>• Family Engagement Report Sept. 10</li> </ul>	<p>Suggestions:</p> <ul style="list-style-type: none"> <li>-Technology training</li> <li>-Parenting Classes (CeCe), Faviola, (Leader In Me)</li> <li>-Food boxes</li> <li>-Uniforms? (Operation School Bell)</li> </ul>
	<p>Counselor – Alday/Janzen</p> <ul style="list-style-type: none"> <li>• Counseling lesson</li> <li>• Teacher support</li> <li>• Lesson plan</li> <li>• 504s</li> <li>• Resilience During Crisis- adult SEL from Second Step</li> <li>• Casa De Los Ninos</li> <li>• Kind Campus</li> </ul> <p><a href="https://education.bensbells.org/kind-campus">https://education.bensbells.org/kind-campus</a></p>	<ul style="list-style-type: none"> <li>-teachers needing support with students</li> <li>-teacher referrals for groups (when will groups start)?</li> <li>-Check-ins with students</li> <li>-Partnering with Casa De Los Ninos (with staff onsite, once/week; referrals, and receive therapy on campus)</li> </ul>
	<p>MTSS/Interventions/ELD – Wolf</p> <ul style="list-style-type: none"> <li>• Data meetings</li> <li>• Evaluations</li> <li>• 3 new students for MTSS</li> <li>• ELD-lesson plan templates</li> <li>• Asisteens Grant</li> <li>• Project Soar - Meeting w/ SOAR mentors Sept. 14th</li> </ul>	<ul style="list-style-type: none"> <li>-when are trainings for testing for MTSS</li> <li>-TA's invite to PD</li> <li>-MTSS Bootcamp</li> <li>-AZELLA August 27<sup>th</sup> at 4:30 and August 31<sup>st</sup> at 4:30pm (FLOSEM)</li> </ul>
	<p>Office – Faviola</p> <ul style="list-style-type: none"> <li>• Tech Support</li> <li>• Clever and Zoom</li> <li>• Purchasing</li> <li>• Student Supply Bags – In School</li> <li>• Hotspot for Families</li> <li>• Schedules</li> </ul> <p>Registration-Marie</p> <ul style="list-style-type: none"> <li>• Attendance (851)</li> <li>• Registration (2 more registrations)</li> </ul>	<ul style="list-style-type: none"> <li>-hotspots haven't been received</li> <li>-Pueblo class meeting T,W,F/ students need to attend study hall on M, Th with Mr. Thompson</li> </ul> <p>-TC (teacher check in)</p>

	<ul style="list-style-type: none"> <li>Laptops</li> </ul>	
	<p>Baltes</p> <ul style="list-style-type: none"> <li>EMT/</li> <li>Questions?</li> </ul>	<p>The main focus this semester will be to start gathering your school's EMT (Extracurricular Monitoring Team) and begin brainstorming extracurricular ideas for your students. Please remember each school should be offering (1) club, (1) Fine art and (1) athletic.</p> <ul style="list-style-type: none"> <li><b>*9/11/20:</b> EMT list due</li> <li><b>*10/9/20:</b> List of activities for each school due for first semester.</li> </ul> <p>-Girl Scouts (I'll get the dates) -we need to know the students</p>
	<p>Carmona-Alday</p> <ul style="list-style-type: none"> <li>Learning Spaces – 1 more student today</li> <li>Open House</li> </ul>	

<b>SEE</b>	What paradigms will guide our approach?

Timeline											
Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July

What are the next steps to putting these key activities into place?	Who will be responsible for completing this step?	By when?