

# Action Planning Form

Date: 12/7/20

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 Team

	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 and goals.	School Assessment Data/Attendance/Discipline Referrals
DO	What are the few key activities that we believe will lead to our desired results?	Notes:
	21 <sup>st</sup> Century – Hernandez/Franco – Continuing with registration – Current Enrollment is 52	
	Sports – – Sports to be determined (possibly spring sports)	
	TTL's – Kieninger/ Sanchez Session Times Usually Tues-Fri. – Sanchez 3:00-3:45 – Kieninger 3:45-4:30 – Open Tech sessions after PD on Wednesdays from 3:15-4:15	<ul style="list-style-type: none"> <li>– No changes and no other teachers have responded to the survey- Should it</li> <li>– Is there a list of teachers who should be taking our courses that we should reach out to?</li> <li>– Karina Sanchez</li> <li>– <a href="https://tusd1.zoom.us/j/8564741308">https://tusd1.zoom.us/j/8564741308</a></li> <li>– Meeting ID: 85647413038</li> <li>– No Password</li> <li>–</li> <li>– Christina Kieninger: <a href="https://tusd1.zoom.us/j/84055613698?pwd=blAzdjB3VHVVFQzBZNThF">https://tusd1.zoom.us/j/84055613698?pwd=blAzdjB3VHVVFQzBZNThF</a></li> <li>– Meeting ID: 840 5561 3698</li> <li>– Passcode: 646059</li> </ul>

	<p>Testing Coord – Hernandez/Franco</p> <ul style="list-style-type: none"> <li>• Student Survey of Teachers (SST) window opens Monday 11/16</li> <li>• Email with resources for SST went out on Friday 11/13 with directions &amp; demo video</li> <li>• QTR 2 Benchmark Testing Window open 11/30-12/17 (WRITING, ELA, &amp; MATH)</li> <li>• Assessment Preview available on TAR</li> <li>• Calendar Invites for specific dates will go out once PINS are released</li> </ul>	
	<p>Leader in Me – Alday</p> <ul style="list-style-type: none"> <li>– Updated Leader In Me tab with links and videos and access to tools</li> <li>– Leader In Me Action Plan and light house teams</li> <li>– Discipline Report</li> <li>– Consult meeting with Kelli completed</li> </ul>	<p>-Light House committee (Ms. Mills)  -LIM Training: Finding hope and finding our why; how are we handling online and g involved; Agents of change, teaching hope,  -LIM 3:00pm  -Self Care challenge; De-stress from district; Wednesday PDs to celebrate and rec teachers/staff that are taking care of themselves.  Upcoming coaching day with Kelli December 9<sup>th</sup> between 8:30-12:00pm online</p>
	<p>Student Council - Eunice ❖</p>	<p>-SC Officers &amp; Ambassadors have taken OATH  -3 new Ambassadors to take Oath Nov. 18  -Spirit week?</p>
	<p>CSP – Hernandez</p> <ul style="list-style-type: none"> <li>• Writing Benchmark Documents for 11/18 PD</li> </ul>	

	<ul style="list-style-type: none"> <li>• Class Observations</li> <li>• Coaching Cycles with teachers</li> </ul> <p>CSP --- Gopa Goswami</p> <ul style="list-style-type: none"> <li>• Upcoming Teacher Forum on Comprehension strategies</li> <li>• PLCs-</li> <li>• Discussion of Q2 benchmarks, especially on how to prepare for the writing assessment.</li> <li>• Classroom observations of guided reading instruction.</li> <li>• Co-planning guided reading lessons from emergent to fluent types with teachers.</li> <li>• Post- observation meetings</li> <li>• Launching interactive coaching cycle communication with teachers.</li> </ul>	
	<p>Family Engagement Team</p> <p>Community Support – Maribel</p> <ul style="list-style-type: none"> <li>❖ Incentive certificates</li> <li>❖ Looking into PTA/PTO options</li> <li>❖ Holiday Food Boxes</li> <li>❖ Donation from Albertson’s</li> </ul>	<p>-seek incentive certificates for students</p> <p>-seek donations of food for holiday food boxes</p> <p>-PTA: need 10 members (\$10 per member a year)</p>

<p>Counselor – Alday/Janzen</p> <ul style="list-style-type: none"> <li>❖ Teacher support</li> <li>❖ Parent support</li> <li>❖ Lesson plan</li> <li>❖ 504s</li> <li>❖ Group planning- Nicole reaching out to parents.</li> <li>❖ Casa referrals <ul style="list-style-type: none"> <li>• Reached out to Casa for parent resources, waiting to hear back</li> </ul> </li> <li>❖ CogAt cancelled for 20-21</li> <li>❖ Dec. 2 @ noon - receiving Kindness Kits</li> </ul>	<p>If you have any questions for Nicole, please email me and I will get back to you. -Nicole is participating in 21<sup>st</sup> Century</p>
<p>MTSS/Interventions/ELD – Wolf</p> <ul style="list-style-type: none"> <li>• Learning Space for On-Site students co--ordinating with classroom teachers.</li> <li>• PLC for ELD teachers working on virtual Interventions.</li> <li>• Intervention Groups beginning this week.</li> <li>• Respond to teacher requests.</li> <li>• Prepare testing schedule for mid- year</li> <li>• WAC'S.</li> <li>• Teach an Elective Class.</li> <li>• MTSS, Strong Emphasis on Yaqui Students.</li> <li>• Co-ordinating with teachers on Tier 1 (WIN)</li> </ul>	

	<p>Interventions for possible MTSS students.</p> <ul style="list-style-type: none"> <li>• ADD/Interventions began today 11/16/2020</li> <li>• WAC's info after PD on Weds.</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-person</li> <li>• Hotspot for Families</li> <li>• Spelling Bee</li> <li>• NJHS Renewal</li> </ul> <p>Registration-Marie</p> <ul style="list-style-type: none"> <li>• Attendance (857)</li> <li>• Registration /Registration Dashboard</li> <li>• 338 Remote and 162 Hybrid</li> </ul>	<p>-hotspots have been received</p> <p>-Pueblo class meeting T,W,F/ students need to attend study hall on M, Th w Thompson, Need to update class roster</p> <p>-Substitute Friendly Lesson Plans/Cohost on ZOOM</p> <p>Site Council Approved -Purchasing 42 Writing Strategies Resource Books for</p> <ul style="list-style-type: none"> <li>-Student Planners for Students and Teachers</li> <li>-Holding off on Folding table for atriums.</li> </ul> <p>-TC (teacher check in)</p> <p>-reset like Kinder with all one password. Teacher name is different.</p> <p>-email Handford asking her the kinder team set it up</p> <p>-Sending Attendance Letters out by 12/11</p> <p>-Contacting the parents of students with excessive absences</p>
	<p>Baltes</p> <ul style="list-style-type: none"> <li>❖ Athletic inventory and wish list due Nov. 12<sup>th</sup> 😊</li> <li>❖ Distribution date is set – Tuesday November 17<sup>th</sup> 12:00 pm to 5 pm</li> <li>❖ Continuing evaluations</li> <li>❖ Perfect Attendance Certificates</li> </ul>	<ul style="list-style-type: none"> <li>❖ Food certificates to go with our perfect attendance</li> </ul>
	<p>Carmona-Alday</p> <ul style="list-style-type: none"> <li>❖ Learning Spaces</li> </ul>	<p>-</p>



- ❖ Benchmark data review/Data Dig PD
- ❖ Title 1 Quarterly Data report
- ❖ Recovery Academic Plan
- ❖ MTSS-R program
- ❖ New Music Teacher
- ❖ Evaluations
- ❖ Spelling Bee: Spelling Bee Winners:

<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?