

# Action Planning Form

Date: 03/8/21

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

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 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 <ul style="list-style-type: none"> <li>Still accepting registrations</li> <li>Monthly incentives for students who have perfect attendance.</li> <li>Sub needed for Carina Huerta – Maternity leave</li> <li>Supply Inventory 2/11 (Juan &amp; Erika on site)</li> <li>ADE Visit/Audit Thursday March 4<sup>th</sup></li> <li>Need Family Engagement update from Maribel...</li> </ul>	
	Sports – <ul style="list-style-type: none"> <li>– Sports to be determined (possibly spring sports)</li> </ul>	
	TTL's – Kieninger/ Sanchez <ul style="list-style-type: none"> <li>– Session Times Now Tuesdays and Thursdays</li> <li>– Sanchez 3:00-3:45, If needed 3:45-4:30</li> <li>– Kieninger 3:45-4:30, Also free for bookings</li> <li>– Open Tech sessions after PD on Wednesdays from 3:15-4:15</li> </ul>	<ul style="list-style-type: none"> <li>– Kieninger has Booking Schedule sent out through email so staff can book times for TTL support before, during and after the school day.</li> <li>– Sanchez is having open sessions on Tuesdays and Thursdays for anyone who needs them.</li> <li>– We still have open lab Wednesdays after PD.</li> <li>– I think it is time for admin to <i>tell</i> certain teachers to attend the TTL sessions if they feel they are struggling technology-wise.</li> </ul>
	Testing Coord – Hernandez/Franco	

	<ul style="list-style-type: none"> <li>• School Quality Survey window Jan. 4<sup>th</sup> - 29<sup>th</sup> – We did not meet our 75% participation goal</li> <li>• QTR 3 Benchmark Window March 1<sup>st</sup> – 11<sup>th</sup> . Calendar invites with resources were sent out today</li> <li>• Civics Testing 8<sup>th</sup> Grade Wednesday 2/24</li> </ul> <p><a href="#">AzM2/AzSci</a></p> <ul style="list-style-type: none"> <li>• Presently, state testing is still scheduled and expected to be administered in person. We'll continue to keep you updated if any changes occur.</li> <li>• Grade 3: <ul style="list-style-type: none"> <li>◦ W Apr 5 - 16</li> <li>◦ R,M Apr 5 - 30</li> </ul> </li> <li>• G 4-8, Cohort 2023 (G10): <ul style="list-style-type: none"> <li>◦ W Apr 5 - 23</li> <li>◦ R,M Apr 5 - May 14</li> </ul> </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>– JA for middle school</li> </ul>	<ul style="list-style-type: none"> <li>-Kelli sent out an email with 1 hour coaching sessions</li> <li>-Teachers enjoyed being in break out rooms and gaining ideas from each other.</li> <li>-Mix grade levels</li> </ul>
	<p>Student Council - Eunice</p> <ul style="list-style-type: none"> <li>❖ Legacy plans-<b>furniture for atriums</b>, mascot costume, Ben's Bells Mural</li> </ul>	<p>SC to donate 250 lbs of dog food to PAC</p>
	<p>CSP – Hernandez</p> <ul style="list-style-type: none"> <li>• PLC – pacing out 3<sup>rd</sup> Qtr, Teach, Assess, Analyze, Respond</li> <li>• Teacher Coaching Cycles - 3<sup>rd</sup> Quarter teacher group</li> </ul> <p>CSP --- Gopa Goswami</p> <ul style="list-style-type: none"> <li>-PLCs</li> <li>-Guided Reading coaching cycles- planning, observation/coaching, reflection.</li> <li>-modelling comprehension discussions</li> <li>-Teacher Forum Planning</li> <li>Word Work/ Reading Strategies/Comprehension Strategies</li> <li>-PD prep</li> </ul>	
	<p>Family Engagement Team</p> <p>Community Support – Maribel</p>	

	<ul style="list-style-type: none"> <li>❖ Incentive certificates</li> <li>❖ Family Engagement Report/title 1</li> <li>❖ Entering family engagement data in synergy</li> <li>❖ Starting PTA</li> <li>❖ Distributing uniforms to students in need</li> <li>❖ Assisting with supplies for those in need</li> </ul>	<p>-Family Engagement within Synergy for compliance pieces for 21<sup>st</sup> Century</p> <p>-need 10 paid members for PTA once we get payment link</p> <p>Teachers have submitted students names who may need uniforms and supplies</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</li> <li>❖ Project SOAR</li> <li>❖ Cholla registration next week TBD</li> <li>❖ CogAt Training Back on hold</li> </ul>	<p>-need names of students 6<sup>th</sup>-8<sup>th</sup> grade</p> <p>-Follow up with 8<sup>th</sup> grade teachers for course selection for Pueblo</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>• Respond to teacher requests.</li> <li>• Teach an Elective Class.</li> <li>• AZELLA testing in process</li> <li>• PLC for Data and Intervention</li> <li>• Mandatory MTSS meeting 2/16/2021 @ 3:30-4:30.</li> <li>• Mandatory CIPDA Meeting 2/19/2021 all day.</li> </ul>	<p>--AZELLA Testing Begins Feb. 1<sup>st</sup> 2021</p> <p>--Interventions planned by Interventionists and Facilitated by students and teachers.</p> <p>--MTSS Meetings On-Going</p> <p>--RED meetings coordinated with Dr. Bacal</p> <p>--AZELLA Testing Continuing as of 2/22/2021</p> <p>--Sign-In Sheets uploaded to MTSS Files</p>
	<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 effective till 6/30/2021</li> </ul>	<p>-drive thru picture day for 8<sup>th</sup> grade only</p> <p>Feb 1: new registrations for the school year</p>

	Registration-Marie <ul style="list-style-type: none"> <li>Attendance (847)</li> <li>Registration /Registration Dashboard</li> <li>199-In Person /202- Remote</li> </ul>	-parentlink to get parents to enroll -calls for remote/in-person occurring
	Baltes <ul style="list-style-type: none"> <li>NJHS</li> <li>AHA Gifts</li> <li>Perfect Attendance Certificates</li> </ul>	-NJHS Applications sent to students' email addresses -American Heart gifts being sent out -Submitted 301 forms and documentation
	Carmona-Alday <ul style="list-style-type: none"> <li>❖ Middle School JA Career Fair</li> <li>❖ Mini JA Day: 30-45 minutes May 4<sup>th</sup></li> <li>❖ SAI: Survey regarding Professional development and Leadership 3/5</li> <li>❖ Eligible for a Grant for a Reading Specialist.</li> <li>❖ Imagine Learning Math Facts: \$2717</li> <li>❖ Budget meeting review</li> <li>❖ Walk throughs</li> </ul>	Ideas for Wish list -Provide training on UDL for teachers -Attendance plan: Attendance Works develop a plan for 21-22 <a href="https://www.attendanceworks.org/resources/">-https://www.attendanceworks.org/resources/</a> <a href="https://www.attendanceworks.org/wp-content/uploads/2017/09/incentives1.9.17_2-1.pdf">-https://www.attendanceworks.org/wp-content/uploads/2017/09/incentives1.9.17_2-1.pdf</a> -get student input on incentives -Curriculum for writing (Step up to writing) -Reading Recovery support for students (Tier 3) -6 <sup>th</sup> -8 <sup>th</sup> Second Step (20-21) -Intervention for middle school (ELA)

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

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

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