

Westside Elementary School

Meeting Date: 11/24/2014 - 3:30 pm

Title: November 24th BLT Meeting

Location:

I. Team/guest attendance

Team Members in Attendance:

Breigh Earnhart, Ronda Harvey, Deana McArthur, Nikki McGowan, Tiffany Schauffhauser, James Scott, Crystal White

Guests in Attendance:

Vicki Russell, Amanda Kirby

II. Celebrate recent successes - Reviewed

III. Review and respond to Coaching Comments - Reviewed

IV. Approval of last meeting's minutes - Approved

V. Old business - Discussed

VI. Indicators to Assess-Plan-Monitor - Discussed

Indicators to Assess

Indicators to Create Improvement Plans

ID02	All teams will have written statements of purpose and by-laws for their operation.(37)
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VII. Other Business:

- Review task list for ID02 - Crystal
- Polar Express Day - Nikki
- December meetings? 1 or 2? When?
- Should we have set stipulations where students are required to be put in RTI? - Deana
- What can we take off their plates? Brainstorm ideas of what we can do to help teachers.
- Review Indoor Physical Activity Survey Results

Action Taken:

- Review task list for ID02 - Crystal
 - create/store agendas- Crystal- got approval to purchase bin
 - calendar created by Mr. Scott
 - Deana has listed what a an instructional team we consisted of, will email to Crystal
 - agenda and sign in template will be created and shared
 - possible times to meet, so each rep. (45 minutes/twice a month) will take back and discuss with grade and will email results to the BLT
 - Ideas: before/after school, para pros cover, other ideas
 - School Community Council-Vickie will discuss will T. Troutt since she gets stipend and D. Passmore as well.

- Purpose for BLT and by-laws will be combined and worked on by Breigh, Ronda, and Amanda
- Polar Express Day - Nikki
 - December 18th
 - Each rep. check and make sure everyone is on board. Pajama day with hot chocolate for event day. Let Mr. Scott know the party details. Will compile one sheet for Peggy and Georgie at the next meeting.
 - Since we can't serve until 2, can we start movie at 1? Then have an intermission and serve the cocoa. Mr. Scott approved.
- December meetings? 1 or 2? When?
 - December 8th
 - December 18th
 - Mr. Scott will check with Duffie and see if we can just do one. Will let BLT know.
- Should we have set stipulations where students are required to be put in RTI? - Deana
 - Students are well below grade level not getting put in RTI. I.e., every AIP or "at risk" be required to put in RTI.
 - Brainstorm Ideas for this?
 - Mr. Scott - teachers will probably start entering their own data, a form will be shared, most likely will start transitioning in January
 - Ms. Tash, Mr. Scott, and Ms. Dooley are looking into making this process smoother.
- What can we take off their plates? Brainstorm ideas of what we can do to help teachers.
 - When a task is given in a meeting, allow time to work on immediately after the presentation. Discuss it and do it.
 - Reps. go back to grade level and ask for ideas
 - Communicate RTI process and goal writing better, possibly in a faculty meeting
- Review Indoor Physical Activity Survey Results
 - Teachers will stay in their own classes during indoor recess
 - Bridget/Cara will cover bathroom, 5 minutes for each for bathroom
 - 3rd/4th will split
 - This will start in January
 - Technically, results says 40. Mr. Scott will check with Duffie on policy. May be next year we change to this temperature.
 - Will also address jeans being worn during cold temps.
- Mr. Scott-feel like we have some work to do, faculty meetings are not enough to cover everything
 - Ask teams, one day out of the month 3:30-4:30 to address grade level issues
 - This would count as an instructional team meetings
 - Start in January.
 - This would give Mr. Scott time to meet and discuss issues with each grade level.
 - Report back next meeting.

VIII. Next Meeting

Next Meeting Date: 12/08/2014

Next Meeting Time: 3:30

Next Meet Title: December 8th Meeting

**Next Meeting
Location:**

IX. Adjourned Time 4:40