

# DODGE CITY MIDDLE SCHOOL

## BUILDING LEADERSHIP TEAM

October 14, 2014

Back Stage Auditorium

3:30 P.M.

### RESPONSIBILITY OF BUILDING LEADERSHIP TEAM

- Provides leadership for accomplishing school target goals.
- Insures that the building engages in a variety of evaluation tasks—those that help determine the goals, those that help inform progress and change, and those that benchmark success (i.e., student achievement, school climate, etc.).

### READING OF MINUTES – DEB KEITEL

#### BUILDING & AT RISK BUDGET

- Deb Keitel Report
- Building Budgets - Update
- At Risk Budget - Update
- **Equipment – Discussion Item**

#### UPCOMING EVENTS AND IMPORTANT DATES

- Thursday, October 16: P.M. Pep Assembly Schedule – Auditorium
  - Notification of Seating Arrangements and Dismissal Times
- Friday, October 17: Teacher Workday.
  - Held at Comanche from 8:00 to 9:50 a.m. (See Handout)
  - Purpose to Review Data and Curriculum Units
- Tuesday, October 21: Dave Pelzer Day Assembly Canceled
  - DC3 Open Invitation to Teachers at 7:00 P.M. (Tickets Cost \$ 10 for Adults & \$5 for Students)
- Tuesday, October 28: Title I Parent Night
  - Notifications Mailed Home
  - Agenda Made Available with Room Assignments
  - Starts at 5:30 p.m. with Meal
  - General Assembly at 6:00 p.m. to Review SRI and SMI Results
  - Breakout sessions at 6:30 to 7:30 p.m. to review math and reading homework strategies.

#### FIRST QUARTER DATA REVIEW

- Mastery Checks (Revised Reporting)
- SRI Data Review (See Handout)
- SMI Data Review (See Handout)
- Percentage of Failing Grades (Not Available)
- Instructional Walkthroughs (See First Quarter Data Report Handout)

#### PROFESSIONAL PRACTICES & PROCEDURAL UPDATES

- **Building Level PLC Suggestion (Review of Practices)**
  - Academic Language Strategies and practices (All Secondary Schools)
- **Emergency Safety Intervention Information Share-out Needs**
- **Title I Placement**
  - Placement out of a Title I program will not occur until the December/Spring SMI/SRI assessments are reviewed.
  - Students are only eligible for only one Title I reading/math classes and not two.
    - Example: Some students may be placed in a regular math class and receive math services through KMLA while some students receive Title I math class with no KMLA services. (Students Cannot Have Both)
- **Title I Placement Ranges**
  - Reading SRI (Spring 2014)
    - Grade 6 = 347
    - Grade 7 = 526
    - Grade 8 = 401
  - Math SMI (Fall 2014)
    - Grade 6 = 505
    - Grade 7 = 405
    - Grade 8 = 555
- **Title I All School SMART Goals in October 2014**
  - Math and Reading SMART Goals and Action Plan
- **Overview of SIT Process**
  - **Discussion Item:** Recommendations or Suggestions
- **Special Education Tier Support Services**
  - Special Education & Team Progress Reports (Mid-Term & 9 Weeks)

## ADVISORY TEACHERS & STUDENT LED CONFERENCING

- **October 20 A.M. Assembly Schedule** (See Assembly Schedule)
  - **Discussion Item:** Question on locker clean-out? (Week of 27<sup>th</sup> – 31<sup>st</sup>)
  - An A.M. Assembly schedule will be held on October 20<sup>th</sup> to help students prepare for student led conferencing and portfolio development.
- **Portfolio Preparation Checklist**
  - Better Choices: (focus on skill/process)
    - Writing pieces – Including all Drafts
    - Science experiments – Including hypothesis, lab notes and findings
    - Mathematics problem-solving – Including process, solution, and proof
    - Applied mathematics – Designing house plans
    - Book reviews – Including summary as well as review of author's style
    - Research projects – Including notes and student created product
    - Physical Fitness summary – Including pre and post skills and growth over time
  - Less Effective Work Samples: (focus on single skills)
    - Spelling tests
    - Answers to chapter questions
    - Mathematics timed test
    - Multiple choice test
- **Student iPad Procedures – Conferences**
  - Those students who need iPad set up will be directed to the library when parents arrive for conferences.
  - Tech will be available in library for assistance in set up of iPad.
- **First Quarter Grade Reports will be distributed on October 21<sup>st</sup>.**
  - Team Leaders will pickup first quarter grade reports in the afternoon from the records clerk in the office and distribute to them to advisory teachers.
- **Conference Attendance Form Distributed in Front Lobby**
  - Students will need to pick up their Conference Attendance form in the front lobby when entering the building.
  - To qualify for a non-uniform day on Monday, October 27th students will need to get an advisory and at least two additional teacher signatures.
  - Students having three teacher signatures will turn in their Conference Attendance form to the office for a non-uniform day bracelet. (See Conference Attendance Form)
- **Please Refer to 11:30 A.M. Early Dismissal Schedule for Thursday, October 23**
  - (See 11:30 A.M. Dismissal Schedule)
- **Parent reports will need to be returned to the office on Thursday, October 23<sup>rd</sup>.**
  - Advisory teachers return all conference no show report cards, SRI/SMI parent reports at 7:00 P.M. to the office for mailing. Remaining report cards will be mailed on Monday, October 27.

## TEAM REPORTS

- Spartans
- Olympians
- Odyssey
- Voyagers
- All Stars
- Defenders
- Explorers

Our American Education Week celebration is scheduled for Tuesday, Nov. 11 from 4:00-6:00 p.m. at the Civic Center.