

DODGE CITY MIDDLE SCHOOL

PROFESSIONAL LEARNING COMMUNITIES LEADERS

MINUTES

January 31, 2017

7:30 – 8:00 A.M. Library Conference Room

AGENDA ITEMS

I. Team/guest attendance

- Team Members in Attendance: Marilyn Black, Kristen Herndon, Debbie Lapka, Pam Ramos, Jessica Ralston, Lisa Pelton, Jared Shillington, Faye Wells, Pam Algrim, Michael King, Robyn Adams, Erica Teran, [Julie Tacka](#)
- Guests in Attendance: [None](#)

II. CELEBRATE RECENT SUCCESSES

- **INDICATOR 45:** - *The school's Leadership Team regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.*
 - Review of SMI and SRI Fall and Winter Comparisons
 - Review of SMI & SRI Cohort Findings for Year One and Two
 - Review of State Assessments Cohort Comparisons
 - [See Link to Score Card](#)

III. REVIEW AND RESPOND TO COACHING COMMENTS

Robyn and I were debriefing about this morning and here is what we would like to share as far as our thoughts.

- Discussions: Real conversations that can lead to school improvement through students achievement. Difficult conversations that were authentic and had the best interest of the students in mind.
- KansaStar Agenda Format: This was a great start as we are VERY familiar with this format. We would like to suggest that we take minutes directly on KansaStar in “real time” in order to eliminate the extra step of having to do so. We would be happy to help you implement this when you are ready.
- Attendance: We noticed that attendance was taken prior to the meeting. We are not sure if this would cause someone to “red flag” this as not meeting state requirements/an audit. We are not sure, but thought we would bring it up – just to make sure we are complying.
- Celebrations: We liked the format, what a positive way to showcase and document what is being done and the wonderful effects it has on student success.
- Late Start Agenda: We felt that closing the meeting with the expectation of PLC leaders creating an agenda and sending it to Mr. King was a simple, clear task that they could complete.
- Root Cause Analysis: Thank you for including this it helped keep us in the loop as to where the drive was coming from.
- Year Zero: This is a great start to our year zero plan in which we are learning the system and how to make it work for us to help us improve as a school.

IV. APPROVAL OF LAST MEETING'S MINUTES

V. OLD BUSINESS

VI. INDICATORS TO ASSESS-CREATE-MONITOR

- **INDICATOR: 3410** - *The school implements a system-wide monitoring process (such as practiced in Kansas MTSS) that utilizes collaborative instructional teams who meet regularly to review student data from screening, progress monitoring, and outcome assessment to identify next steps for instruction for students across all tiers.(3410)*
- PLC team members came up with some essential questions to begin laying the foundation work for next year's school improvement plan under indicator 3410. The following is a list of essential questions established during the January 31, PLC Team leaders Meeting.
 - What are the tiered systems we currently have in place?
 - How long are students staying in tier 2 or tier 3 programs?
 - How many students are currently transitioning out of our tiered programs?
 - What criteria do we have in place to determine when a student transitions in or out of tiered support?
 - How do we get students to understand why their need for tiered interventions?
 - What methods or criteria are we using for screening new students for data driven placement into specific tiered support?
 - How do we insure that new students are placed correctly? Send ID #s to Robyn & Erica.
 - How do we determine the effectiveness of our school day interventions?
- **INDICATOR 2880:** - *The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(2880)*
- PLC Leaders made recommendations for BLT consideration on 3rd quarter team professional development time as it related to indicator 2880. The following recommendations were made:
 - PLC Leaders would like to make a recommendation to BLT to go back to growth mindset PD, the MindsetMaker series for staff. Rotate every Tuesday with technology.
 - There was also a request for consideration of a staff retreat for the 2017-2018 kick-off.
- **Assess Indicators**
 - **INDICATOR 88:** *Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(88)*
- **Create Plans and Tasks**
 - We will establish talking points for revision of MTSS, Category 5 Tiered Support.
 - We will establish plans for our next late start to include at least one of more of the following topics:
 - PLC leaders selected one or two talking points from the list below to generate ideas for their subject level departments:
 - Review assessments to drive instructional practices ensuring mastery and application of standards.
 - Equally, discuss the rigor of content and how to apply learning concepts to real world problems as a part of the assessment process.
 - Dialogue on curriculum, common formative assessments, instruction and needed job-embedded professional development.
 - On lesson study and effective instructional strategies.

- Challenge and question each other's practice in spirited but optimistic ways.
- Collectively problems solve and learn through applying new ideas and information that address student needs.
- Analyze current practices in relation to student results, experiment with new practices, and assess the relationship between practice and the effects of practice.
- Work together to question, search, analyze, develop, test, and evaluate new skills, strategies, awareness, attitudes, and beliefs that promote student learning.

- **Monitor** ([See Late Start Agendas February 1](#))

VII. OTHER BUSINESS:

- Action Taken: **One member of the PLC leaders team made the following statement at the close of the meeting.**
 - If we don't push ourselves to at least be a level 3 instructor, how can we expect our students to move to a level 3 in their thinking/thought processes? How do we step up our expectations of ourselves and our students?
- **Review of Root Cause for 2017 – 2018 (Priority Three: Reading Comprehension)**

READING COMPREHENSION (35 votes)	
IN OUR CONTROL	OUT OF OUR CONTROL
Grammar I-A	Student accountability O S/A
Vocabulary I-A	
Communication O-A	
<i>Perseverance *I or O?-S/A</i>	
Critical thinking I-S/A	
Real World application I-A/S	
<i>Motivation *I or O?-S/A</i>	

VIII. NEXT MEETING

- Next Meeting Date: (February 28, 2017)
- Next Meeting Time: (7:30 a.m.)
- Next Meet Title: Driving Questions/MTSS Talking Points
- Next Meeting Location: Library Conference Room

IX. ADJOURN: 8:00 A.M.