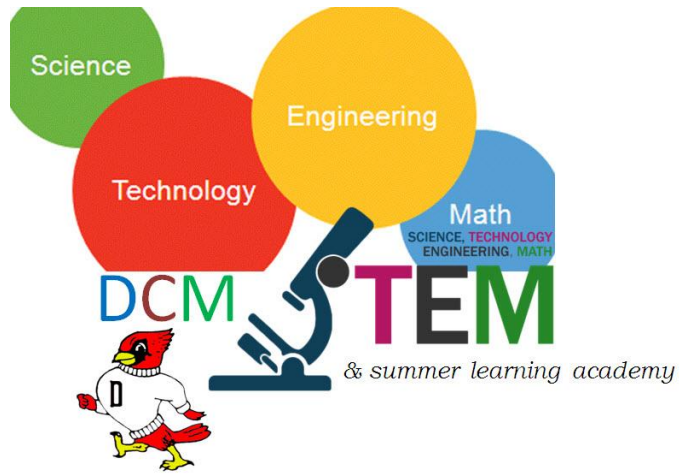


# DODGE CITY MIDDLE SCHOOL STEM SUMMER ACADEMY Work Day Agenda

(8:00 A.M. – 12:00 Noon)

June 2, 2017

Library Conference Room



**AGENDA ITEMS SESSION I** .....8:00 – 8:30

## **Welcome and Overview – Mike King**

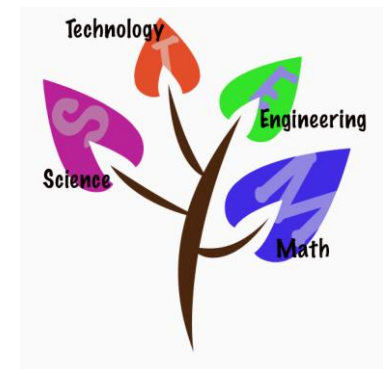
- [Orientation to Summer School Website](#) – Simple Machines Video

## **Daily Schedule and Class Roster – Pam Algrim**

- [Distribution of Summer School Calendar](#) – *See Handout*
- [Distribution of Time Sheets](#) – *See Handout*
- [Distribution Overview of Daily Schedule](#) – *See Handout*
- Distribution and Explanation of Class Rosters – *See Handout*
- [Distribution of Teacher/Paraprofessional Schedule](#) – *See Handout*
- Discussion of Library Schedule

## **Instructional Day – Pam Algrim**

- Assistant Principals, & Para-Professionals Supervise
  - Breakfast 7:30 – 8:00 A.M.
  - Student Lunch 11:30 – 11:45 A.M.
- Teachers Report to Cafeteria 8:00 A.M.
  - Students are Organized at Table by First Period Teacher
  - Take First Class Period Attendance in Cafeteria
    - Hand Attendance Slip to Pam Algrim
  - Supervised Bathroom Breaks
    - Check Bathrooms After Break
  - No Hall Passes (Contact Office for Emergencies)
  - Supervise Students from one Location to Another (Escort and Pickup)
  - Supervise Students to Lunch Room (Cost for Teacher Lunch – \$3.70)
    - \$2.60-breakfast
    - \$3.70 lunch
    - \$.60 milk
  - Individual Planning (7:30 A.M. – 8:00 A.M.)



## **School Nurse**

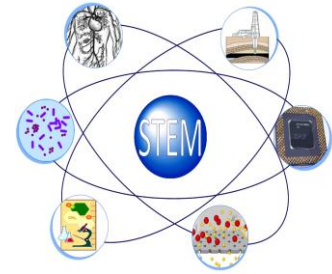
- Sandra Clark will work the main part June 5-June 27.
- Michelle Schriener will work the days Sandra is gone 6/28 thru 6/30/17.

## **Daily Attendance – Pam Algrim**

- Use Attendance Slip – *See Handout*
- Take Attendance Cafeteria
  - Late Check through Office
  - Check-out through Office

**First Day of Summer School – Faye Wells**

- Orientation – Cafeteria at 8:00 A.M.
- [Review Student Guidelines](#) – *See Handout*
  - Student Guidelines Parent Signature by **Wednesday, June 7**
  - No Gum or Candy in Building
- Students will be assigned tables for both lunch and breakfast
- All students must be served breakfast



**Supplies and Purchases – Faye Wells**

- \$50.00 Allocation Wal-Mart or District Supply List – *See Mrs. Keitel*
- Copy Machine (Summer School Number – **1369**)

**Technology – Faye Wells**

- June 5th Teacher iPad Check-out (Room Locations 105 – 112 – 109 - 103)
  - Teachers by team pickup iPads from cart using your first period class roster.
  - Store iPads in charging stations to checkout to students on the first day of summer school.
  - First/Last Period Daily Check-out/Check-In
- Last Day Check-in

**Student Reporting (Student Reporting Template In-service) Mr. King**

- Distribution of Student Data (SRI/CRA) – *See Handout*
- Pre-Assessment – (Create a Spreadsheet) **June 5th**
- [Electronic Report Card](#) (FileMaker) – *See Handout*
- Two Grades Per Week (Rubric Based)
- [Soft Skill 21<sup>st</sup> Century Rubric Grading Scale](#)
- Summative Assessments (Spreadsheet with Pre and Post) **June 28<sup>th</sup> or 29<sup>th</sup>**
- Online Student Survey **June 28th**
- One Final Assessment (Real World Application) **June 29<sup>th</sup>**
- Final Grades Entered Prior to Check Out **June 29<sup>th</sup>**
- Final Report Mailed Home (**Friday, June 30th**)
- Final Reports will be mailed home and placed in permanent folder

**AGENDA ITEMS SESSION II..... 8:30 – 8:45**

**Instructional Practices (Mr. King)**

- [Thinking Maps iBook](#)
- [Academic Discourse Accountable Talk](#)
- [Cornell Notes](#)
- [Objective Setting with Clarity](#)
- [MobyMax Resource](#)

**Unit Development Template (Mr. King)**

- [Overview of STEM Template Components](#) – *See Handout*
- Student Presentations & Demonstrations **June 29th**

**AGENDA ITEMS SESSION III..... 8:45 – 11:30**

- Teams Develop STEM Units of Study in Science Rooms (Use Google Drive)
- [Grade 6 \(Google Drive\)](#)
- [Grade 7 \(Google Drive\)](#)
- [Grade 8 \(Google Drive\)](#)

**AGENDA ITEMS SESSION IV..... 11:30 – 12:00**

- Share-out STEM Units Library Conference Room
- STEM Units Posted on Cardinal Spaces