

Group/Team:	Sprague Governance Council		
Location: Conference Room	Date of Meeting:	Start Time: 2:35	Finish Time: 3:15

Attendance (include titles)				
Diane Bakewell, Principal Vjollca Demiralli, Parent Liaison Stephanie Carpentieri, SVP (Absent)	Katie Brayton, SW Shelby Goderre, Teacher Kristina Martinez, Teacher Kate Napolitano, Teacher Alana Lokites, Teacher	Parent Members: Mr. Kather (Absent) John Mastracchio	Community Members: Ida- Church Pastor (Absent) Vanessa Rickets- Texas Roadhouse (Absent)	

Team Norms (subject to change; based on team decision):
<ol style="list-style-type: none"> 1. Be on time. 2. Be an active listener. 3. Stay on task. 4. Phones on silent. <p>Teaming Standard: Norms are developed and followed (i.e. start and end on time, collegial discourse, etc.)- including protocols to guide discussions (e.g. guiding essential questions, etc.). (p. 3)</p>

Purpose of Meeting – (modify based on specific intent):
<p>PURPOSE:</p> <ul style="list-style-type: none"> To develop shared understanding of the systemic framework tied to instructional efficacy. <p>ESSENTIAL QUESTION(S):</p> <ul style="list-style-type: none"> How do we create coherence and alignment across all levels of the school (district) in order to drive systemic instructional improvement to the classroom? <p>Please bring with you:</p> <ul style="list-style-type: none"> n/a

Agenda Item	Time Allotted	Person Responsible
<p>Check-in and review the objectives of this meeting and how they connect to the core work of improving teaching and learning.</p> <ul style="list-style-type: none"> Identify recorder and timekeeper Parking Lot questions - if applicable Review next steps: <p>Teaming Standard: The agenda is developed and forwarded to all team members in advance of the meeting; agenda lists those topics for discussion and resolution that specifically align to the SIP/Blueprint (including relevant SLOs); agenda includes applicable teaming standards based on the purposeful intent of each agenda item. (p. 3)</p>		Team/facilitator

<p>EQ(s):</p> <p>1.</p> <p>Teaming Standard:</p>		
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Meeting Minutes taken by

Review Membership

1. Review Norms

2. Data: Attendance

- *District uses the Chronic Absence percentages; Sprague has 13% Chronic Absenteeism. At this point, Kindergarten has the highest % of chronic attendance at 19.2%
- *CAT meetings each week to review which students have missed another day in comparison to last week. CAT team also looks at students in the "At-Risk" category to prevent them from entering the Chronic level
- *Mrs. Bakewell met with Mrs. Davis, the district's new Climate and Attendance Coordinator last week to review Sprague's strategies to reduce chronic absenteeism.
- *At the upcoming Bingo with School Lingo family event, students' individualized attendance will be distributed to all parents that attend.
- *At parent conferences in December, teachers will be encouraged to discuss students' attendance with parents.

3. Family Events:

- * Nov: Bingo with School Lingo-11/29/18: school staff will talk to families about attendance, MClass, and Iready while Playing games of Bingo
- *December:
 - *Parent Conferences- to encourage parent attendance, each family that attends will receive a raffle ticket for an IPad
 - *Dec 6th- Board of Ed meeting at Sprague
 - *Dec 1st- Breakfast with Santa
 - *Dec 14th- CCMC fundraiser- wear PJs to school
 - *Dec 21st- PBIS school-wide celebration
- *January- Math Night- Date TBD- may incorporate some science as well

5. Compacts; Parent Involvement

- *Compacts are ready to be copied; will be passed out at parent conferences
- *Parent Involvement Policy- will be simplified using bullets and will be distributed at a later date.

6. Suggestions/Questions

7. Next steps:

- *review modified Parent Involvement policy
- * Next meeting: December 18th, 2018

Next Steps			
Outcome	Evidence	Assigned to	Due Date