

Group/Team:		Governance Council		
Location: Conference Room	Date of Meeting: April 4,, 2017	Start Time: 2:35	Finish Time: 3:35	

Attendance
(list names, titles of all members of team; insert X if member is in attendance for the meeting)

Name, Title		Sylvia Santos, Parent		Susan Kather, parent	x
Heather Hirbour, Teacher	x	Gandra Paris, Parent		Evelyn Valdez, Parent	
Caitlin Carbonell, Teacher		Diane Bakewell, Principal	x	Keisha Zapatka, Parent	x
Shelby Goderre, Teacher	x	Stephanie Carpentieri, VP		Angela Boyd, Parent	x
Kristina Martinez, Teacher	x	Vjollca Demirali, Parent Liaison	x		
Kate Napolitano, Teacher		Angela Holmes, Community Member	x		

Team Norms (subject to change; based on team decision):

1. All meetings will start on time.
 2. Process for debate is defined by providing solutions.
 3. A specific agenda will be set for all meetings.
 4. All team members will agree to stay on specific agenda topics.
 5. Protocols to guide discussion are applied – i.e. guiding essential questions, parking lot, etc.
 6. Roles are clearly defined- e.g. facilitator, recorder, etc.
- IDT Rubric Task (note #s):**

Purpose of Meeting – (modify based on specific intent):

- PURPOSE:**
- To develop shared understanding of the systemic framework tied to instructional efficacy.
- ESSENTIAL QUESTION(S):**
- How do we create coherence and alignment across all levels of the school (district) in order to drive systemic instructional improvement to the classroom?

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>IDT Rubric Task (note #s):</p>		Team/facilitator
<ol style="list-style-type: none"> 1. Review norms 2. Parent Involvement Policy - review and update if needed 3. iReady math data 4. Parent survey questions 5. Career Day 	1 hour	

* Safety Concerns about parent drop off and pick up. Going to change route in morning to use playground for k-5 students

*Parent Involvement Policy - will go home with compacts in September and compacts are also written in spanish.

- 6 parts to parent involvement policy- parenting, communicating, volunteering, learning at home, decision making, collaborating with community
- McEducators Night is April 4th.
- Science Night -April 27th
- Community Event and literacy night will be May

Data - Numeracy - i- ready grades 2-5

- Diagnostic Assessment given 3 times a year
- Student log on and lessons are on students instructional levels
- Teachers are able to pull small groups based on students needs

Student growth by grade level:

- Grade 2 at 55%
- Grade 3 at 81%
- Grade 4 at 78%
- Grade 5 at 108%

Parent Survey: Sending home survey to parents about events at Sprague (sending out to parents after April vacation)

2016-2017- monthly activities and money spent for each event

Career Day - June 6th (Tuesday)

- Look for parents to come in to talk about their careers

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Next Steps			
Outcome	Evidence	Assigned to	Due Date