

WATERBURY PUBLIC SCHOOLS

Meeting Agenda

| | | | |
|-------------------------------------|---|------------------------------|-------------------------------|
| Group/Team: | Maloney Magnet School Governance Council | | |
| Location: Conference Room | Date of Meeting: 3-12-19 | Start Time: 3:15pm | Finish Time: 4:15pm |

Team Norms:

- Respect all members' opinions
- Questions may be asked to clarify ideas
- One person speaks at a time
- Discussions are focused on school data

Purpose of Meeting – Instructional Focus:

The purpose of this meeting is to analyze data, review school resources, and use programs and operations to improve student achievement and overall school success.

Agenda Items – (Items should reflect next steps from previous meeting.)

| | Agenda Item | Time Allotted | Person Responsible |
|-----|---|----------------------|---------------------------|
| 1. | Smarter Balance Testing Window Options | 10 minutes | |
| 2. | Brainstorm Incentive opportunities for Smarter Balance Attendance | 15 minutes | |
| 3. | Analyze Attendance Data and brainstorm Ideas for Improvement (Grades K and 5) | 20 minutes | |
| 4. | Share Ideas for turn keying the 7 Habits to Families and Community members | 15 minutes | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |

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|-----------------------------|--|------------------------|---------|
| Group/Team: | <i>Maloney Magnet School Governance Council</i> | | |
| Location: | Conference Room | Norms Reviewed: | Yes |
| Date of Meeting: | 3-12-19 | Start Time: | 3:15 pm |
| Minutes Prepared By: | Katie Card | Finish Time: | 4:15 pm |

Attendance at Meeting (list all team members present or not and guests)

| | Name | Position | Signature |
|----|--------------------|---------------|-----------|
| 1 | Sara Fusco | Chairperson | |
| 2 | Katie Card | Secretary | |
| 3 | Terri Grabowski | Parent Liason | |
| 4 | Susan Maloney | Gr. 3 Teacher | |
| 5 | Eneiola Grazholoni | Parent | |
| 6 | Donna Cullen | Principal | |
| 7 | Julie Tzezos | Parent | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |

Purpose of Meeting – Instructional Focus:

The purpose of this meeting is to analyze data, review school resources, and use programs and operations to improve student achievement and overall school success.

Meeting Notes, Decisions, Issues

- Reviewed Norms
- Discussed Smarter Balanced (Tentative) Calendar
 - April 30th – May 24th
 - A Different grade will be tested each week
 - Grade 3, Grade 5, Grade 4
 - Letter to Parents about the importance of sleep, nutritious food, attendance and arriving to school on time.
 - Include reasons
 - Daily water and treat before each test
 - 5th Grade needs 6
 - 3rd and 4th grade need 5
 - Good Luck goodie bag?
 - Daily treat on desk
 - Smarties for “smarties”

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- Don't let the test get you in twist (twizzlers)
- You are one sharp student (Pencil)
- Genius Water (water)
- Testing is O'fishly over (Gold fish)
- Shine like a star (starburst)
- Do your berry best (fruit snacks)
- One smart cookie
- You are on a roll, show us what you know (Tootsie roll)
- Kiss those testing jitters goodbye (Hershey kiss)
- Print labels
- Possible incentive for perfect testing attendance
 - Yard Goat Game?
 - In-school incentive?
 - Decorate your own cupcake?
 - Ice cream truck?
- Song to motivate and warm up for test

- Discussed Attendance Data
 - 92%
 - Tora the Tiger for attendance seems to be helping
 - Flu and illness has played a role
 - Other individual & personal issues
 - Teachers discussed ideas that helped
 - Class goal: color a letter for each day class perfect attendance and earn a popcorn party or extra recess. (perfect, tiger, popcorn, etc)
 - Raffle
 - Awards for improving attendance
 - Hockey Game for perfect attendance
 - Texas Roadhouse incentive

- Discuss ideas for turn keying the 7 Habits to Families and Community members
 - Invested in an online program to train a few teachers to train parents
 - Terri is trained for family training
 - Including a 7 Habits Parent Guide Conference during Open House in the beginning of the year
 - Getting staff trained and following through during Kindergarten orientation and other events
 - 10 staff members for a 6 hour training
- Discussed Leadership notebooks and ways to include parents
- Pictures of students/families using the & Habits at home

Next Meeting: April 1, 2019

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| Next Steps (Include action items) | | |
|--|-------------|----------|
| Action | Assigned to | Due Date |
| Smarter Balance Incentives | | |
| Analyze Attendance Data and brainstorm more ideas for Improvement (Grades K and 5) | | |
| Share Ideas for turn keying the 7 Habits Parent Training | | |
| Discuss ideas for Student Led Conferences | | |
| | | |
| | | |

| Next Meeting | | | | | |
|----------------|--------|--------------|------|------------------|-----------------|
| Date: | 4-1-19 | Time: | 3:15 | Location: | Conference Room |
| Agenda: | | | | | |

Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members