

Department Head / LIT Meeting
Wenatchee High School
Room 551
November 9, 2015
4:00 p.m.

2015-2016 LIT Goal

Close achievement gap in Math, Science, and ELA between low income and all students by 5% on the state assessments by the end of the 2015-2016 school year through classroom engagement, positive relationships, and common academic language.

Attendance: Eric Anderson, Graham Stansbery, Susan Sears, Michelle Mahoney-Holland, Danielle Schafer-Cloke, Michelle Benner, Scott Benner, Mary Symonds, Brian Higgins, Todd Busse, Koni McLean, Marta Gonzalez, Robert Swardz, Molly Butler, Don Collins, Ramon Rivera, Maureen Rix-McMahan, Penny Hedman, Scott Feil, Ricardo Iniguez, Dan Ellwood, Carrie Christensen
Absent: Angela Prater, John Spencer, Will White, Brian Lee

Department Head: Eric Anderson handed out budgets to Department Heads and told Department Heads they will receive them monthly. Please let Eric know if you have any budget errors. Current department budget process is based on FTE. Eric would like to sit down with department heads at the end of the school year and look at the process for next year.

The copy machines have had some paper jams and staff members are trying to fix the jams themselves which has caused increased repair costs for the school. Eric asked Department Heads to relay to their departments that when there is an error with the copy machine, please use a different machine to complete the copying and let the office staff know to repair the jam.

Minutes: September 2015 and October 2015 Minutes were reviewed. Danielle Schafer-Cloke moved; Scott Benner 2nd for approval. Motion approved.

Illuminate Data – Ron Brown

Ron Brown shared the changes that have been made in Illuminate. He explained what data and benchmarks; mostly math and ELA are available to teachers up through K-8. Illuminate can be utilized for any subject that you give a test. Illuminate has different information than Skyward. He explained how to log in and how to find important information. Ron also explained how to create a test in Illuminate and how to deliver a test online.

CIPP Share-out – Math, Science, ELA

Molly Butler, Bob Swardz, and Eric Anderson shared the CIPP plans for ELA, Math, and Science. The CIPP plans all are based on the 2015-2016 LIT goal for the building. They include action steps and assessments. These were approved at the last board meeting.

Light/Bell Schedule Committee Share-out

The committee spent a half day and set priorities for the light schedule that will be implemented in 2017-2018. Eric shared seven priorities that will be used as criteria for the new light schedule. Members are researching different light schedules based on these criteria. They will then narrow the schedules down to four light schedules. The committee will visit schools with these schedules in January and February.

Parent Teacher Conferences –Debrief/Feedback

Auto caller was used for any student that had an F in a class to invite the parent or guardian to Parent-Teacher Conferences. Eric shared that there was a communication problem with the Spanish translation process. The communication that was sent to be translated was correct, but what returned was incorrect. There was discussion on the format of conferences. It was suggested that parents are not in the commons and seated at teachers' tables before conferences start. This will enable teachers to get set up and be prepared for parents. It was also suggested to have numbers at each teacher's table to coordinate with the map and for teachers to stay within ten-minute limit.

Department Feedback – Meet and greet at door

A lot of teachers are meeting students at the door and please continue if you are able to. Eric noted that he knows this is difficult when you are changing rooms.

Book Study

Our goal is to close the achievement gap with low-income students. We will be doing a book study about poverty and achievement. A list of books will be sent out and teachers can choose a book they are interested in reading. The study groups will have 10 members and meet the fourth Wednesday of every month. Books will be delivered winter break and study groups will start in January. Let Eric know if you want to be a leader of a group.

Discussion on disconnect between school, home, and community and how to reach the parents/students about the importance of education. Ideas include home visits and inviting the community to the high school for different activities. Eric, Maureen and

Mary will meet to discuss this topic. Eric will send out an email with a date and time and anyone else interested is encouraged to attend.

LID Monday

Discussion about having a shared Google document with three different strategies and people can add to the document and review for quick reference. Todd will set this up.

Nov. 23

Kick off of the above mentioned book study with an intro of each book about poverty and differentiation and include a guest speaker from the community who will make a short presentation about poverty in our community. The book study will wrap up with a share out in April. Todd Busse moved; Mary Symonds 2nd. Motion approved.

Dec. 7

Technology - Illuminate or Google training. Todd will discuss options with the Tech Committee at their next meeting about the training. Brian Higgins moved; Todd Busse 2nd. Motion approved.

LIT Funds Requests

Funds request from Beth Hammerberg for classroom sound system in the amount \$4,302.00 (Ad Match). It was moved to amend the funds request and remove the flex cat for the tables. Todd Busse moved; Koni McLean 2nd. Motion approved. It was moved to approve the motion with the amendment. Brian Higgins moved; Susan Sears 2nd. Motion approved.

Brian Higgins motion; Koni McLean 2nd to adjourn.