**Bob Lanier Middle School**

**Shared Decision-Making Committee**

**October 18, 2019**

**Minutes**

* **School Safety**
* Physical
* Fire Drills
* Lockdown Drill
* **Shelter in Place, 10/11/19**
  + **Different process for 3rd floor to the gym**
    - **Alternatives:**
      * **1st teachers stay at door**
      * **2nd Admin dismissing each room**
      * **3rd Dismiss 3rd floor first, 1st and 2nd floor use classrooms**
    - **Awareness on which stairwells to use**
    - **Combination of both methods**
      * **Having admin control pacing**
    - **State all clear on announcements**
    - **Wet buckets on checklist**
      * **PTO could create these**
  + **Coming to collect HISD Manuals**
    - **Let us know in advance**
    - **Hold off on fire drills**
    - **Will not have manuals**
      * **There is an App 🡪 “MYEOP”**
* Arrival
* Dismissal
* **Access: Intruder Drill, 10/16/19**
* Transitions
* Lunch
* Sandy Hook Promise
* **Election Day: Proposal to HISD Calendar Committee**
  + **Every first Tuesday of the month, staff comes but students do not come**
* Emotional
* No Place for Hate
* Social Worker
* Second Chance
* PLC #1: What do we want our children to know and be able to do?
* Team collaboration
* Curriculum
* Lesson Plans
* IB MYP Units
* PLC #2: How will we know if our children have learned what we want them to learn?
* CFU/Daily/Weekly Assessments
* **Common Formative Assessments**
  + **SE’s need to be evenly tested**
  + **Differentiate between Supporting and Readiness**
  + **Discrepancies between grade levels and content when it comes to norming on how common assessments are created.**
  + **Departments should norm on category in grade book.**
  + **SPED 🡪 classroom accommodations need to be upheld**
    - **Online assessments can be read to students online**
    - **IMPACTS student grade, must be class accommodations. Not STAAR.**
    - **Oral admin 🡪 “Kurzweil”**
      * **Teaching students how to advocate for themselves.**
      * **Woodford will train teacher how to do this.**
      * **Students in TREK get pulled out, not inclusion students**
      * **SPED department needs to know in advance when they need to pull out for Common Assessments so they can offer the support.**
      * **Objective testing does not need to be modified.**
    - **Teachers are concerned about 504 and SPED accommodations.**
      * **We need to discuss what are the reasonable accommodations with parents and teachers.**
      * **Teachers need to know how to document when they give accommodations 🡪 Gradespeed one option.**
      * **Teacher training for 504 and SPED.**
      * **Parents are pushing for more accommodations. They are asking for more documentation.**
      * **DOCUMENT**
      * **Calling the 5th grade 504/SPED coordinators**
      * **Having a parent informational**
      * **Sharing best practices that are already occurring at Lanier.**
* Renaissance 360
* STAAR/TELPAS
* Iowa (for G/T)
* PSAT
* AP Spanish Language/AP Mandarin Chinese Language
* PLC #3: How will we respond when, in spite of our best efforts, we discover that some of our children have not learned what we want them to learn?
* Tier 1 (regular classroom instruction)
* Tier 2 (in-class intervention by teacher; small flexible groups; one-on-one)
* **Tier 3 (student(s) pulled out by interventions specialist(s)); tutorials)**
  + **We do not have a large Tier 3 staff**
    - **After school tutorials**
      * **Offer 1 or 2 days every grade level and content.**
        + **How are we going to create these groups?**
        + **How are we going to offer these during the week?**
      * **During SLAB house students in gym or cafeteria.**
        + **Teachers pull out students for small group.**
      * **Attendance**
        + **Submit tutoring List to Ms. Lee and she will take care of everything**
* PLC#4: How will we respond when we discover that some of our children already know what we want them to learn and be able to do?
* Operational Issues
* Parents as partners
* Business partner
* Community Partner
* Old Business
* **Attendance Incentives**
* New Business
* **Common Cluster Planning Time**
  + **8th grade** 
    - **clusters are cross clustered**
    - **students, teachers, parents, placed in 1 cluster are receiving the same messages**
  + **MYP Planning takes place**
  + **Cluster Planning becomes easier**
  + **Every piece of scheduling needs to be intentional**
  + **2020 school year the 4 cluster teachers will have common planning time and departments will have common time 🡪 Motion is passed**
* **Common Communication Platform**
  + **Should we norm on a common platform as a campus?**
    - **Cluster should norm on how they are communicating to parents.**
    - **Cluster should norm on how parents are able to access students work.**
    - **Google Classroom is widely used**
* **Homework/Exam Schedule**
* **Homecoming Pep Rally: PM on 10/22**
  + **Proposed Pep Rally Schedule**
    - **Only 8th grade**
    - **Make Tuesday SLAB?**
    - **Move the pre rally to beginning?**
    - **Pep rally on Tuesday SLAB instead of GSG and pep rally in the morning 🡪 motion approved**
    - **Attendance needs to be taken!**

Meeting Adjourned

Faculty Advisory Committee

Next Meeting: November 8, 2019