

Sinclair ES SDMC Agenda/Minutes

Facilitator/Timekeeper: Mashburn

Date: 10/24/2024

Location: SinclairES Room 215

Time Start: 3:30am

Time Allotted: 60 minutes

Time End: 4:30pm

Note Taker: David Martinez

Agenda Items:

1. Budget Updates
2. Staffing
3. Action Plan

Notes/Minutes:

1. Budget
 - a. PEIMS snapshot prediction -20 from projected
 - b. Funds for restocking rebuilt rooms
 - c. AET grant of \$30,000-Goals of getting tech 1:1 ratio
2. Staffing
 - a. Hourly position to remain open
 - b. 2 open T. A. positions, currently interviewing. Replace TA in PALS
 - c. Goal of 1 T.A. per grade level
3. Action Plan
 - a. IRT completed Wednesday 10/23 with unofficial score of 11. Top 25% of all schools in HISD.
 - b. School Improvement Plan (S.I.P.) now referred to as Action Plan. 2023-24 rating of 89. Scores consistent last 4 years; upper 80s low 90s.
 - c. Continue student tracking for special populations such as SPED and African American for ELA and Math. Continue with Interventions as needed.
 - d. See Action Plan handout (included)

Key Action

Increase student achievement by delivering high quality instruction.

Indicators of success *(Measurable results that describe success.)*

1. By June 2025 Campus Average Spot scores will be 11-12 or higher.
2. By December 2024 Campus Average Spot scores will be on track to be at 11-12 or higher by EOY.
3. Overall Growth at EOY for NWEA ELA for students in grades 3-5 will be 50th percentile. Overall Growth at MOY for NWEA students in grades 3-5 ELA will be at on track to be at the 50th percentile by EOY.
5. Overall Growth at EOY for NWEA Math for students in grades 3-5 will be 50th percentile. Overall Growth at MOY for NWEA students in grades 3-5 Math will be at on track to be at the 40th percentile by EOY.

Specific actions – school leaders

1. Provide on the spot coaching as needed.
2. Calibrate at least once per month.
3. Provide professional development during PLC and faculty meetings based on spot data.
4. Provide professional development related NWEA, monitor, and provide feedback on implementation during observations.
5. Arrange for collaboration between teachers and special education department in the development of IEPs.
6. Provide teachers written feedback on implementation of the accommodations and students meeting educational plans.

Specific actions – staff

1. Ensure LO and DOL are posted daily and aligned with classroom instruction.
2. Ensure that multiple response strategies are effectively used daily.
3. Ensure that scaffolds and accommodations are being used daily.
4. Use data to track student performance.

Key Action Increase proficiency in ELA by targeting student groups.

Indicators of success *(Measurable results that describe success.)*

1. 100% of students (SPED) in grades 3-5 will be tracked with ECRs. Monthly data meetings will be held to review data and make adjustments.
2. 100% of students (African American) in grades 3-5 will be tracked with ECRs. Monthly data meetings will be held to review data and make adjustments.
3. Overall Growth at EOY for NWEA students in grades 3-5 (SPED) ELA will be at the 40th percentile. Overall Growth at MOY for NWEA students in grades 3-5 (SPED) ELA will be at on track to be at the 40th percentile by EOY.
4. Overall Growth at EOY for NWEA students in grades 3-5 (African American) ELA will be at the 40th percentile. Overall Growth at MOY for NWEA students in grades 3-5 (African American) ELA will be on track to be at the 40th percentile by EOY.

Specific actions – school leaders *(What specific action steps will the building leaders take to accomplish the objective?)*

1. Full time interventionist will be hired for ELA.
2. All teachers will track student progress with electronic binders. Administration will hold data meetings once per month to review data with teachers.

Specific actions – staff *(What specific action steps will the staff take to accomplish the objective?)*

1. Collaborate effectively with colleagues and supervisors during PLC.
2. Participate in PD related to engagement strategies and implement strategies in daily lessons.
3. Prepare Lesson Plans by indicating use of materials, MRS, DOL/check for understanding/exit ticket, cross curricular connections, and daily objectives.
4. Trac Special Pop data.
5. A full time interventionist will be hired to work with grades 1 and 2 and another will be hired to work with grade 3-5.

Key Action

Increase proficiency in Math by targeting student groups.

Indicators of success

1. 100% of students (SPED) 100% in grades 3-5 will be tracked with grades and unit assessments by standard. Monthly data meetings will be held to review data and make adjustments.
2. 100% of students (African American) in grades 3-5 will be tracked with grades and unit assessments by standard. Monthly data meetings will be held to review data and make adjustments.
3. Overall Growth at EOY for NWEA for grades 3-5 math (SPED) will be at the 40th percentile Overall Growth at MOY for NWEA students in grades 3-5 ELA will be at on track to be at the 40th percentile by EOY..
4. Overall Growth at EOY for NWEA for grades 3-5 math (African American) will be at the 40th percentile. Overall Growth at MOY for NWEA students in grades 3-5 ELA will be at on track to be at the 40th percentile by EOY.

Specific actions – school leaders *(What specific action steps will the building leaders take to accomplish the objective?)*

1. Full time interventionist will be hired for Math.
2. All teachers will track student progress with electronic binders. Administration will hold data meetings once per month to review data with teachers.

Specific actions – staff *(What specific action steps will the staff take to accomplish the objective?)*

1. Implement action steps from feedback provided by appraiser and colleagues.
2. Collaborate with supervisors and colleagues during observations and feedback sessions using solution-based and receptive language.
3. Attend professional development opportunities provided by School Leaders and implement strategies presented during PD.
4. Track special pop data.