# Kyffin School Accountability Committee

# Meeting Minutes

January 13, 2020

Present: Jim Havens (principal), Hayley Schneider (chair), Renee Hook (co-chair), Tina Galterio, Leslie Joseph, Andrea Heaton, Jen Seymour, Karyn Peabody, Kristin Vale, Christi Cahill, Kacie Weikel, Janet ughes, Susan Kelly, Stephen Parsons, Janet Hopkins, Tisha Taylor, Heather DeCaluwe (Secretary).

1. Opening Circle – Question: New Year’s Resolutions?
2. Review and approve meeting minutes
* Reviewed membership guidelines (see September minutes or bylaws for details)
* DeCaluwe reviewed November meeting minutes.
* Vale made a motion to approve.
* Hook seconded Motion.
* November meeting minutes approved by unanimous vote.
1. MAP Testing Results – Mid-year (MOY) results went home in January
	1. Trend up in reading, Math stable
		1. Question: 5th grade is especially low, concerning? Looking at this, but it just one test result, different from CMAS, for example.
	2. Response to MAP Data: Moving in positive direction, added practice with multiple choice, continuing to focus on deeper learning thinking, etc.
		1. Question: How to read as a parent in terms of growth? 1st grade tend to grow 20 points, 5th grade tend to grow 5 points – grow more in younger grades
			1. Dibels (retell) and MAP (vocab and answering questions about what read) show very different things – possible for results to look like different kids
			2. Teachers are doing regular assessments throughout the year, no one result is most important
2. Multi-Tiered System of Support (MTSS) at Kyffin (works for social emotional as well)
	1. Team driven shared leadership (teachers share leadership) – meeting with teams regularly to find ways to work together for the students
		1. committees (mgt., innovation), vertical teams, PLC’s, ILT
			1. Examples of what vertical teams are working towards:
			* Reading – finding novel books for testing
			* Writing – looking at trends over the year through writing prompts
			* Math – looking at different materials that are available and what works/doesn’t work well throughout school, finding ways to include math throughout day
			* PBIS (PRRS foundation)
			* Health & wellness – looks at staff wellness & how to bring students into wellness
	2. Data-Based problem solving and decisions-making: multiple measures of data
		1. perception data (family school partnership survey & make your voice heard survey (students)) TELL (teachers perception of what it’s like to work here
		2. looking at variety of information to make informed decisions
	3. Layered continuum of support: pyramid of layers based on what different students need
		1. Question: what does Kyffin use for social emotional tracking? SWISS data
	4. Evidence-Based Practices – teachers are doing personalized learning, support with tech tools – sharing ideas, best practices and support, WIN is an important layer
	5. Family, School, and Community Partnering: PTA, SAC, perception data, GSF, GCF, field trips
		1. Question: Is there WIN time every day? Yes, generally – reading, writing, social emotional – all possible areas of focus during WIN time
	6. Kyffin Goals Bank – “what gets measured makes progress” –
* PLC tracking by unit - % of students Met/Not Met
* New: tracking system for students not meeting goals
* Goals for students who have specific needs
* SPED team has engaged in a PLC process – helping kids gain access to general education and supports students who we know struggle the most
* Intentional pre-planning for student support: support students in more efficient and effective way
* Showed a goal bank – types of things needed to support students in certain areas – tool to better support kids needing layered continuum of support
	+ Question: Is the goal chart saving time? Not now, but hopefully in the future
	+ Question: Would we as parents know if our student needed more support or to be challenged more? Often short-term interventions parents won’t know about, but if in WIN and modifying work for a student then parents will be informed – it’s important to look in Friday folders to get a sense of you student’s work – are you seeing lots of red or lots of stars? Also, important to touch base with your kids to reinforce what teachers are teaching.
1. Budget Overview:
	1. Received at start of new year (slightly later than previous years)
		1. 20-21: $2.6 million – budget comparable to last year, but actually received 2.7million last year in large part to cover raises
		2. Kyffin is doing well financially – money left over, not overspent or paying back money
		3. Round 1 of enrollment determines budget, but don’t get actuals until Oct.
	2. Majority of budget goes to Staff – teachers, mental health support, with kinder full-time AMP will become full-time
		1. Looking closely at 1st grade which is the largest class size and 5th grade which is currently the smallest class size
		2. ideally 3 teachers at each grade level, but varies based on numbers (1st grade typically has 4 teachers due to the start of GT program)
			1. District sets GT numbers
			2. 75 at each grade level is ideal (25/class)
	3. What would you like to see at Kyffin? Small group brainstorm
		1. Group 1:
			* Continued M.H & AMP & A.P.
			* Another full-time teacher in 2nd and/or 5th grade (prioritize 2nd due to kids needing extra help at that age)
			* ALP extensions – track/share best practices
			* Prioritize smaller classroom sizes
			* More resources to interventions
			* Service based field trips (shelters or assisted living facilities)
			* Alternate celebration/recognitions for successes
			* Grant Opportunities (brainstorming)
		2. Group 2:
			* Spruce up upper playground
			* Fence along back playground hill
			* Prioritize staffing in budget (continue to do so)
			* Mental health
			* Small class size
			* Para-professionals
			* Digital Resource Subscriptions
			* AMP
		3. Group 3:
			* Class sizes low
			* Teach: foreign language, cursive, spelling, coding
			* Full-time teachers, not part-time
			* Gym floor
			* Meditation: mindful life headspace
			* O.G. training for dyslexia
			* New curriculum for math or technology
			* Textbooks for students – we currently only have for math
2. Looking to fill open positions on SAC board
	1. Vote in May
	2. Current plan: Hayley – chair, Heather – co-chair
	3. Looking for someone to fill Secretary position – please talk to Hayley if you are interested.
3. Closure
* Next meeting – March 9th 5:30-7:00

END OF MINUTES