

Charlestown School

School Improvement Team Minutes

Date: October 1, 2020

Participants:

Jennifer Poore - Co-Chair
Mikel Raposa - Co- Chair
Rebecca Truppi - Secretary
Emily Iredale - Teacher
Karen Owren - Teacher
Maureen Major - Teacher Assistant
Patty Renner - Teacher Assistant
Silvermoon LaRose - Community Member
Maija Hill - Parent

Principal Poore called meeting to order at 7:35

Quick introduction of members.

Jessica Hall member not in attendance

Silvermoon Larose is now a community member, no child in school

Open Forum:

No new items

Business:

Mrs. Poore led the team through a walk through of the School Improvement Plan.

Approximately 30% of students are Distance Learners and 70% are In-Person learners

Comprehensive 5 yr plan made with the help of Kristen LaCroix

At the time we were 4 stars, now 5 stars and Blue Ribbon Award

Reviewed the Mission Statement, Vision, Beliefs, Goals

Priority 1: Student Achievement

All kids make progress to meet and exceed.

Grade 3 Reading On grade level is important, attendance, due to Covid attendance is more flexible

Steps: Rti support, IEP goals, Access to tech, 1 to 1 model, grade level transitions to MS

Priority 2 Health, Safety, Infrastructure

Flexible seating, Zones, Movement, Outdoor learning

Masks breaks, movement across the board

Lots of use of outdoor space

Priority 3 Personalized learning

Parent nights, more of a digital focus this year

Priority 4 Global Citizenship

World language was cut to 1x weekly

Cultural experiences increase

Teachers using more text, videos and important in infusion during all times not just during special dates and holidays

Emily posed a question about a committee being formed

Maija is a member of the Anti Racism Task Force....no meeting as of yet. 7pm on Oct. 7th. Via virtual call.

Many volunteered. We want more involvement. Administrators need to be involved. Creation of subcommittees to happen.

Emily suggested that we adopt the social justice standards, and look at them.

Jen inquired if these would tie into the elem behavior code.

Emily shared that they are friendly and there are many mentor texts linked to every standard.

Jen will examine the program, and can update in the Spring. They May work well with a Responsive Classroom.

Maija posed a question about curriculum and Culture. Another school has a curriculum and the authenticity of what has been taught. Our community had so many idegenious people in our community. There are resources currently available for use now. Out school has the Harris family involvement, but there are many more. Needs to be introduced at a young level to help drive kids further.

Jen ageed. Silvermoon gave training, teachers were very moved by the training. This opened our eyes to the real struggle. Thinking about the materials we use. Materials need to be vetted

This kind of instruction needs to be part of everyday teaching.

Silvermoon suggested virtual tours through museums and because it is virtual, there is no limit to attendance.

Jen added that this is a great opportunity for in school field trips.

Priority 5 Partnerships across the community

Difficult due to the pandemic

Superintendent Picard has asked for feedback about reopening:

Feedback is concurrent teaching is a real challenge for teachers. Thoughts?

Open Forum

Silvermoon shared she has no student in CES but in MS, Zoom is a waiting room and an issue with being let back in. Tech concerns, call school, email the teacher, students wait.

Jen suggested turning the waiting room off.

Emily shared that some teachers keep the waiting room on to help kids be protected from invasion.

Emily uses the same link.

Becky inquired about who is the contact person at the MS

Mikel shared that attendance and everything takes so much longer, everything is more difficult, screencast, students are 5 there is not a lot of wait time. Double teaching live and then video conferencing and then at home. Very distracting with the kids at home. Everything is over stimulating....things are not flowing easily. Teachers are getting frustrated with the amount of work being put in and it not being done. Questions the amount of screen time?. Teachers are really stretched very thin.

Emily shared that she discusses the challenges with her student teacher. It's a nightmare when the smartboard wasn't working, students couldn't find the book, the projection wasn't working, speakers would not work, buzzing, this brings teachers to tears. We have to stick to the agenda. We have lost the flexibility. The packets

took 5 hours to put together, turn at the copier, just to much for a teacher to do. Working well beyond the school day.

Jen shared that teachers have worked hard to organize papers and parents are recognizing the efforts.

Maija shared that she is afraid of the pressure being put on teachers, was it ever brought up that there be specific DL teachers? Teachers are starting to crumble. Parents are afraid to question their teachers because they are busy. It is not fair to teachers

Maureen had to leave at 8:10

Jen Poore is worried about the mental health of the staff and is sending out daily affirmations.

RIDE said we had to prioritize the return of elementary students, if assigning one DL teacher, in some grades it would be equitable and not others. No budgeting for extra teachers. The classrooms may be to full if we had a DL teacher and In-person teacher. Fluctuating numbers, kids are coming back due to stress, tantrums, if kids have covid symptoms then they have to switch to DL, keep the learning environment safe, We don't know how long this will continue? Maybe splitting the day, we just don't know.

Mikel shared that Jen is listening and hears teachers. We appreciate the effort. Jen's job has also greatly changed. Jen shared that some districts have had some asynchronous days and shortened the day. This creates inequity as it's not approved by RIDE.

Karen feels fortunate to work with all teachers, she lets them know that the stressors are there but teachers are holding it together and keeping it in.

Jen shared that our kids are going to be better learners, high quality education, and the commissioner was impressed with our school and layout.

Budget:

Update we are expecting less state aid and to make a 10% in cuts in our budget. Jenn is asking for 2nd day WL. We need more planning time and grade level leaders in our elementary schools. School supplies are on the table. Prior admin was adamant about having supplies being provided.

Becky asked How much money is it for the supplies?

Mikel asked where is the field trip money?

Emily shared that Parents want to buy supplies, what about eliminating WB Mason and teachers can submit receipts?

Jen shared that this gets difficult with SAF funds. WB mason products are too expensive. WB is always the winner of the bid items because they are the cheapest.

Jen shared that some districts have a supply fundraiser for kids and proceeds support the district and PTO

Maija shared that parents are willing to purchase paper and supplies for children and we have a backup for families that can't afford it.

Silverroom shared that parents do not have issues with buying stuff. She suggested that we create a pool of supplies at school and make kits available for people who need it.

Meeting adjourned at 8:32

Next meeting in November 18th

Meeting was changed to November 19th due to schedule conflict

Charlestown School School Improvement Team Minutes

Date: November 19, 2020

Participants:

Jennifer Poore - Co-Chair
Mikel Raposa - Co- Chair
Rebecca Truppi - Secretary
Emily Iredale - Teacher
Karen Owren - Teacher
Maureen Major - not present
Patty Renner - Teacher Assistant
Silvermoon LaRose - Community Member
Maija Hill - not present

Principal Poore called meeting to order at 7:35

Silvermoon Larose is now a community member, no child in school

Open Forum:

Mikel asked about Survey for the staff and parents from Superintendent regarding Covid
60% of elem parents wants kids 5 days in school
Governor will announce today that HS will roll out to a limited model with 25% in attendance
No changes at the elementary level
Jen reports that the older students present more of a risk of spreading the virus due to social habits.
Mikel asked question about numbers for elem vs HS Covid cases
JP: referenced the doc of school based data by school and district
EI: the wording of the survey for parents was naturally going to produce a large amount of people to say no.
Elementary students need to be in school.

Recognitions:

Blue Ribbon Winner CES Elementary Virtual Ceremony held. MP and DM attended with JP
EI and CS has had shout out on the RIDE site for exemplary work

Business:

Budget:

Look at projected enrollment of kids moving up and new students coming in. Enrollment concern with the current students who are being homeschooled due to covid as to whether or not the numbers were counted.

Current Items:

Field Trips one per grade level

GEMS net Program

Specialists looking for some special materials

Capital Budget

RGB for paving and redo lots

Lower playground money for structures

Added desks and chairs

Asked to cut 10% and we were unable to do that

EM: inquired about RGB and legal issues with company financing and the use of their company

EM: Furniture questions desks and how do we get furniture. Budget is capped at \$2,000

Past money has been used for round tables in the cafe \$1,200 a piece

JP: Building necessity plan looking for newer and fewer schools vs updates to the buildings

JP: is worried that in Sept if we still have socially distanced classrooms we may not have enough furniture

Superintendent is still looking for 10% cuts

SM: Asks about what happens when JP can't find the 10% then the superintendent makes the decision.

RT: K enrollment for next year is budgeted for 40 students based on siblings and EI.

JP: wonders about students who may have been held back by parents due to covid

MP: Where is the field trip money from this year. The money was already used

RT: School supplies question. Question was raised and the superintendent says it is past practice to buy for children and 2nd concern is WB Mason is not a competitive company. We can purchase from Amazon but we have to prove that it is cheaper. Make a mass supply order.

SIT Plan

Striving for Excellence schools are still doing CA and we have had to remind parents of what they should do and not do when helping from home

Performance Matters is still being used in tech in most classes. RICAS is still on point for the spring. Federal Leadership may cause change in regards to assessments.

PR: Children that are DL can we set up a safe environment for testing in the school? JP would need to make a plan. Some teachers have been doing it before and after school.

MP: says that it need to be one to one

KO: Discussed elevated scores on STAR she does it with them where the student reads from the teachers screen and then the teacher puts in the answer.

Remind to keep cameras on.

Many questions on CA require a typed answer.

MP: There is no easy way to do it with the DL learners period.

PR and KO needed to leave @ 8:05

EI Specialists have been helpful, DL learners have test anxiety and it is difficult. Wonder about bringing them in. How about a GF to DL families about a safe socially distanced assessment.

SM: feels that the turn out would not be good from parents due to social media and parent group concerns. Assessments need to be on hold for the year. Nothing we are doing is normal. Put a hold on assessments and or allow DL students to pass. DL families want to support a movement to no assessments.

JP: SM offers a great perspective from parents.

Health and Safety

Flexible seating , morning meeting, movement, going outdoors

Voice and Choice

Better job with personalized PD, Learning showcases, electricity fair, student work

Global Citizenship

Cultural experiences, virtual assemblies we wonder about screen time

Partnerships

State grant for take it outside: getting benches and table tops, 2-3 kids at each table, flexible scheduling is on hold due to Covid, has been very difficult

EI: Staff PD what about SEL for staff like a community project. We need to have some time to get peace.

January is the next state PD day

JP: Go outside and walk, we need to schedule it and try to make time for ourselves. Concern for health on staff, we need to stay healthy. We have to find time to stay healthy.

SM: option to do in person or virtual on the State PD day. Teachers have the choice

We wonder about students SEL due to holidays and for staff

MP: Loves her coworkers and staff. As well as parents and families is what makes it work.

Meeting adjourned at

Next Meeting in January 28th

Charlestown School School Improvement Team Minutes

Date: February 10, 2021

Participants:

Jennifer Poore - Co-Chair

Mikel Raposa - Co- Chair

Rebecca Truppi - Secretary

Emily Iredale - Teacher

Karen Owren - Teacher (not present)

Maureen Major - (not present)

Patty Renner - Teacher Assistant

Silvermoon LaRose - Community Member

Maija Hill - parent

Jane Daley- Assistant Superintendent

Principal Poore called meeting to order at 7:30

Open Forum will be held to the end of the meeting

ELA Presentation by Assistant Superintendent Jane Daley

New Resource, Chariho has not had one for a while. . Teachers have been making their own materials

Meeting turned over to Assistant Superintendent Daley

Resources will help teachers meet the goals and address all the standards

RI legislation was passed for districts to find programs for ELA and Math by 2023

Science in 2025. Chariho already has a Math program for the states endorsed list.

State released list of approved materials

Chariho has done a good job thus far to provide differentiated instruction

The state looked at cultural and linguistic needs in the programs as well as sustaining instruction

Chariho already has : Scope and sequence, timeline, essential questions and curriculum

Now a standards based experience, goals, method and material, the whole program

Why now??

Pandemic moved us to 1 : 1 quicker at the elementary level

Highlighted the need for teachers to have resources already made and make students have materials readily available

Jane is impressed with the quality of the program (RI list has the highest quality) the whole package is included. All in one bundle....guided questioning, for teachers as well as plans, technology enhancement, and an assessment platform.

Adoption Committee

K-12 ELA Adoption Committee

| | |
|---------------------|---|
| Jane Daly | Assistant Superintendent |
| Giuseppe Gencarelli | Elementary Principal - Humanities |
| Kerry Pastore | Gr. K-4 Reading Specialist |
| Dana Hall | Gr. 5-12 Humanities Specialist |
| Mary Beth Florenz | CMS Assistant Principal for Teaching and Learning |
| Iris Omberg | CMS Special Education Content Leader |
| Andrea Spas | CHS Assistant Principal for Teaching and Learning |
| Jill Burke | CHS English Department Head |

Team started work in the summer of 2020

Prior we had used the CORE Reading program, scope and sequence, CORE phonics aligned curriculum which was not on RIDES list.

Survey conducted by staff, parents, teacher

Priorities:

Need a k-12 for all grades and the programs available did not meet our needs as a district

Split k-5 and 6-12

Data: Largest gaps in gr 3-11 that 60% proficient but special needs only 16%

Parents 36% were not finding that materials were not organized and easy to use

Teachers wanted: #1 to meet the needs of all learners first
 Ease of use
 Differentiation
 Standards aligned
 Addresses Students with disabilities and differentiation
 Amount of time and resources was biggest challenge for teachers

Criteria

Chariho ELA Selection Criteria

- **Highly-rated** on EdReports, and on the [RI List of Approved High-Quality Curricula](#).
- Need for vertical articulation between the Middle School and High School, and between Elementary Schools and Gr. 5 (a **K-5 program**, and a **Gr. 6-12 program**).
- Provides **systematic and explicit instruction**, including for foundational skills (K-12) and writing instruction.
- **ALL students have access** to comparable learning experiences across schools and grade levels.
- Materials should build on vocabulary and background knowledge and be **culturally relevant** and free from racial, ethnic, gender, or sexual bias and/or stereotyping, and depict **fair and diverse perspectives**.
- Includes instructional strategies which engage students in discourse and analysis of primary and relevant sources, applying **21st century skills**.
- Includes a **digital platform** which facilitates personalized learning, includes assessments which inform targeted instruction, and works with existing platforms. ([Enhanced EdReports w/Technology Information](#))

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Ed Reports

Non-Profit looks at programs and rates

Scored our Selection for our district as High: Into Reading K-5 physical materials as well as a digital platform (in print) to be purchased. Full online digital access

6-12 Studysync: digital access only, no print material

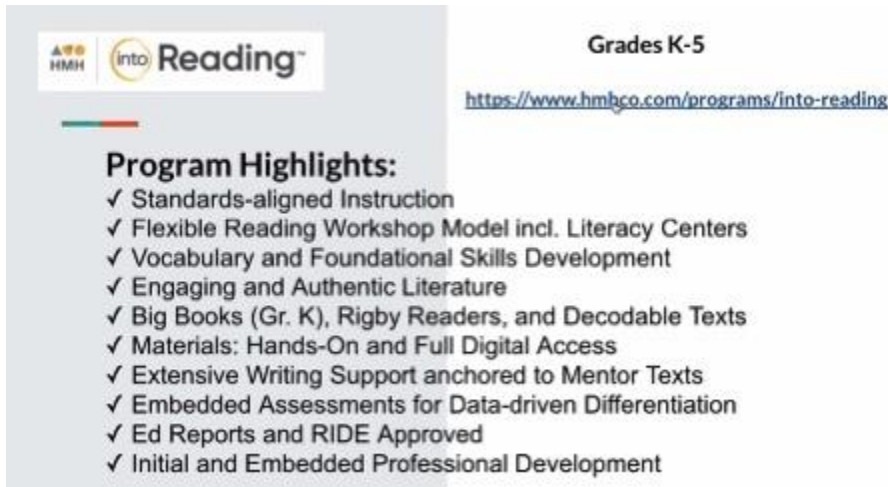


A fuller more involved kit is being sent to each school for preview. "My Book" consumable workbook for each student as well and sections of literature and written components

There is a teacher edition for the consumable workbook that allows teachers to provide instant feedback as well as a full teacher's edition

Missing from the pic is the trade books

Program Highlights: Visually appealing to children and engaging



The screenshot shows the 'Into Reading' logo with the HMH logo to its left. Below the logo is a list of program highlights for Grades K-5. The URL <https://www.hmhco.com/programs/into-reading> is displayed to the right of the logo.

Grades K-5

<https://www.hmhco.com/programs/into-reading>

Program Highlights:

- ✓ Standards-aligned Instruction
- ✓ Flexible Reading Workshop Model incl. Literacy Centers
- ✓ Vocabulary and Foundational Skills Development
- ✓ Engaging and Authentic Literature
- ✓ Big Books (Gr. K), Rigby Readers, and Decodable Texts
- ✓ Materials: Hands-On and Full Digital Access
- ✓ Extensive Writing Support anchored to Mentor Texts
- ✓ Embedded Assessments for Data-driven Differentiation
- ✓ Ed Reports and RIDE Approved
- ✓ Initial and Embedded Professional Development

Already approved by the school committee, teachers will get PD from the company with guidance for implementation.

Cost is higher at the elementary level especially for the first year.

Questions”

Emily:

Is each teacher getting a box in the fall? Yes The teacher is getting all the materials. The leveled reading libraries will be shared. We feel that some of the books are already in some of the classrooms.

The list will be shared and inventory will be done to see what we need.

We question the use of needed handwriting books as it is embedded in the new program. K should still use the books. Wonder about gr. 1, 2

How does the library I work for three grades, there will be 2 for every three classrooms

Mikel:

Looking at projections for now. Are all the assessments online for K? ESGI will still be in the budget as it is appropriate for K and 1. New assessments might mirror ESGI

Are there more than unit assessments? Yes, more at the early level.

Does the program run on the i-pads? Jane will double check on that. Working on a 3yr pricing agreement which is cheaper for the district.

What districts in RI are currently using this program? Not sure

Jen P: Likes the Focus on listening and speaking as it is embedded, especially the speaking standards. The layout is easy, especially vocabulary with tier 2 words, writing is connected to the text. Less work for the teachers overall. There is a lot to offer in regards to materials and lessons.

Emily:

Wonders about the report card? This curriculum addresses all the standards throughout the year. How do we grade? The plan is what we already do as far as recurring standards. We will align the curriculum first and then look at the report card. Jane does not feel that at this time that there needs to be a change.

Feedback from other teachers in other districts that use this reading program: not enough evidence to score and to use an end of year based report card. Jane will investigate this further.

Emily:

Will there be a New committee to rewrite the curriculum? Yes an amendment written for work this spring. Get it started, but the budget for next year to create an ELA committee.

Mikel: Will we have the full kits by the March 3rd PD meeting? It would be helpful to assist with PD and learning the materials?

Other:

Jen Poore RICAS Update: state testing. RI is proceeding with the full assessment

We have tentative plans to have all DL learners in school at the same time as the regular students to test at the same time

Starting after April Vacation, the data team met and felt it would be beneficial to give students more time. None of the current grade 3 and 4 students have experience with the test. Teachers will be using release items as part of daily instruction and familiarity. There is a practice website where teachers will try and use a practice test to become familiar.

Questions:

Emily: Invite distance learners in? RIDE says invite, but we cannot enforce this as a school.

Goal is to still have breakfast and start testing by 9:30

Open Forum

Emily: Is there a student council this year? Not able due to covid? We need something to pep up the kids and have a spirit week. We will also have reading week.

Rock your School program used at other schools

Silver moon: What about FLASH class? Survey done and there was limited interest. Maybe kits can be brought home like a STEM challenge. Having kids off of tech is a goal.

Silvermoon shared a site for winter break, a scavenger hunt, take pics, send in and win a prize.

Next meeting March 31, 2021

Charlestown School

School Improvement Team Minutes

Date: March 31, 2021

Participants:

Jennifer Poore - Co-Chair
Mikel Raposa - Co- Chair
Rebecca Truppi - Secretary
Emily Iredale - Teacher
Karen Owren - Teacher
Maureen Major
Patty Renner - Teacher Assistant (not present)
Silvermoon LaRose - Community Member
Maija Hill - parent

Guests to SIT Meeting

Lindsay Bliven
Carrie Brown
Tammy Lyons

Principal Poore called meeting to order at 7:33

Open Forum:

none

Business:

Approval of the meeting minutes

Jen Poore shared Presentation about this school year: beyond amazing, slide show "Year in Review)

A lot of work was done over the summer

Lindsay Bliven and Jen Poore were on teams/committees to make 3 different plans over the summer

All rooms were emptied to make space for social distancing

Sept 14th first day 70% in person, 30% DL, concurrent teaching was easier with less students in the room

1st Virtual open House

Staff needed support and inspiration/affirmations via daily memes and emails

We noticed:

More 1st graders reading below grade level

We reworked tiered reading and had a ramp up in the morning for about a half hour daily

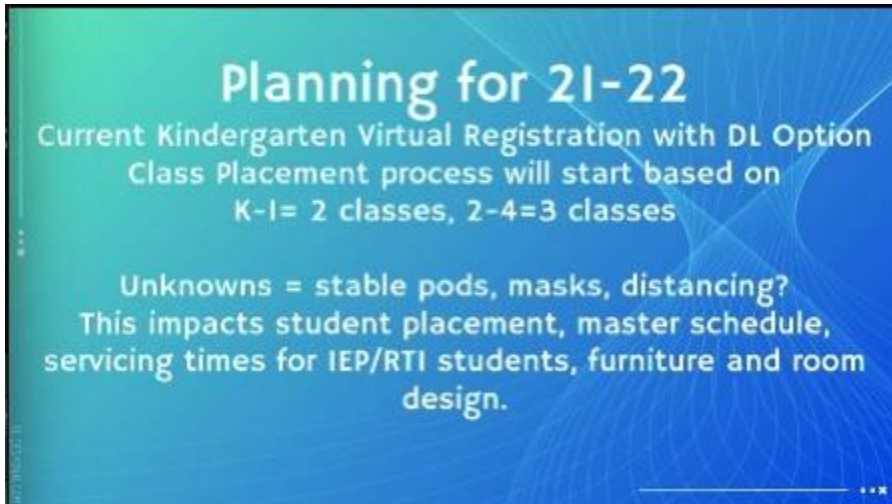
Math concepts, some students missing essential skills at the end of 2nd and 3rd

Spirit Days

7/14 classes has no DL learners about 15 students still remain at home

Spring Plans????

Field Day based on updated guidance from state RIDOH (color run, moving up, field day)

Plans for 2021 and 2021

Master schedule could still be impacted if we have to continue with stable pods

Open for Questions and Comments:

Silvermoon: Is there a DL option for next year? May no longer be offered according to feedback from the state

Jen Poore would like all students to return for the fall of 2021

Maybe a HS option will still remain

Lindsay: Happy with the instruction and her child is happy in grade 1

Mikel: Will there be a decision date for next year's plans, or are we waiting for the CDC plan?

Meetings are held every other Wednesday.

How long is the vaccine good for? If you have had vaccines within the last 90 days would that keep you safe?

After 90 days we are not sure

Travel to a high risk state will cause an automatic 14 day DL.

Lindsay: Were parents honest with travel plans in February ? JP said that the administration will handle the issue as far as contacting families.

Karen: Families travel during the Good Friday weekend, are families aware of the guidelines?

Silvermoon:

Are we keeping track of teacher vaccinations? Not formally, but most have been vaccinated.

It is not a district requirement at this time.

Lindsay: Are devices going home with kids for the summer? JP not sure, she would say no at this time. The CHROME books are taking a beating at this time.

Karen: Any conversation about reading summer instruction for kids going from first to second? Only brief conversation

The role of SIT has changed based upon guidance from the state. The team has a bigger role in hiring.

There needs to be a balance between the members of SIT (teachers, parents, community members, staff)

Maijah Hill will be the community member on the selection committee as well as Maureen Major as a staff member

Emily: Is Mikel considered an administrator or a teacher in regards to the balance of members.

How would a substitute in the bldg be considered? A parent if their child is in the bldg.

Emily: Love the new tables outside awarded by the "Take it Outside Grant"

Jen Poore: wondering about lunches outside for students? Maybe a rotation plan? Also wondering about the cafe as an option.

We have K students who have never been in the library, art room, music room. Put everything in perspective

Karen: When we eat, is it 6ft or 3 ft? We do less than 6 ft, but we are letting students work together for short times, and play together.

Lindsay is thankful that kids get to go outside daily and use the playground: Her bldg has a rotation of playground, blacktop, field.

Silvermoon: Homeschool families vs DL families? Is there a plan about the re-entry for the homeschool students?JP: survey to families to anticipate for class placement who will be back

Meeting adjourned at 8:20

Next meeting May 26th

Note: May 26th meeting cancelled - waiting for SC to approve SIT team membership for 21-22.

