

# Harding University High

---

## Meeting Minutes

**Meeting Date:** 03/25/2021 - 6:30pm

**Title:** SLT Meeting

**Location:** Zoom

---

### I. Attendance

#### **Team Members:**

James Clark (6/10/2020), Jeremy Cox (6/10/2020), Andrea Foggie (6/10/2020), Annissa Johnson-Anthony (6/10/2020), Sonya LaPrade (8/26/2020), Lindsey Plum (8/26/2020), Robert Wingate (6/10/2020), Willismae Curtis (6/10/2020), Kandice Ellis , DeShay Everett (6/10/2020), Falisa Hankins (6/10/2020), Eric Ward (6/10/2020), S Y Mason-Watson

#### **Guests:**

### II. Celebrate recent successes

Celebrations- Mr. Payne - (Math) Teacher of the Month; Freshman and Sophomore teams celebrated honor roll. Dr. Foggie -Students won laptops (2 students) and their pictures were posted on Freshman Academy Instagram. Need a quarter 3 celebration (will be determined).

### III. Review and respond to coaching comments

### IV. Approval of last meeting's minutes

Approve of last meeting's minutes - (Mason-Watson - name needs to be corrected). Move of minutes to be accepted with noted corrections - LaPrade; Foggie seconded. All have agreed. Minutes have been accepted.

### V. Old Business

None

### VI. Indicators to Assess-Create-Monitor

#### ***Indicators Assessed***

#### ***Objectives Planned For***

#### ***Monitor (updates made)***

Update on goal A2.04

A2.04: Instructional Teams develop standards-aligned units of instruction for each subject and grade level. (5094)

Our Focus will be on Walk Through Data

Dr. Foggie - Main Role but additional staff members are contributors (will discuss walkthroughs and feedback).

Dr. Foggie - Update meeting - 4 walkthrough teams led by administrators. CMS Big 3 - work is aligned with priorities from district. Reference all school improvement plan goals. Core actions 3 - student engagement is focus. 15 minute walkthroughs. Interconnectedness of initiatives determined for school. Data - types of classrooms for walkthroughs, timeframe of lesson. Type of lessons were synchronous work - heavy lifting and instruction with students. Assessments and Differentiation of Instruction. Group reflections of teachers, admin, facilitators and coordinators. Data will be used for additional support over summer and beginning of the school year. Also for current feedback to teachers. There are comments about what is working well. Teachers doing well with building relationships with students as well as working with EL students and collaborative planning with PLCs.

Needs work- small group and as teams.

Everett - Teachers do a lot with heavy lifting with instruction of lessons. English team is in sync and they seem to plan together and make sure that students are connecting well with literature. Students heavy usage of chat box. Teachers may use polls in chat box. Also PearDeck. ESL teacher chunking text. Balancing in-person and virtual learning to ensure understanding

Dixon - Same response.

Dr. Foggie - this data will be used continually for professional learning and collaboration of information. Opened floor for anyone else to share findings.

Mason - Watson - questions - observation- notices lecture style of teaching instead of students sharing load with the teacher. How do you encourage getting away from the socratic method?

Everett - PLCs will come out with this and address suggestions that are given in feedback. Also, teams will be privy to a different portions of lesson on a different day to observe different techniques of teachers.

Foggie - District wide issue of heavy lifting. Students are silent.

Deshay - Work in progress

Mason -Watson Professional development for teachers in this area?

Everett - Will be a discussion on funding.

Johnson-Anthony - not the norm when students are in the building. There is Socratic style and academic conversations. Refreshers in this area to re -engage students in the flow of classroom discussions and engagement.

Mason -Watson - some classes conducive to group discussion - more interaction in PE and Band and more conversation from boys than girls.

Johnson-Anthony - Girls are caretakers at this moment and in this environment. Also we may have a demographic of more boys than girls.

## VII. Other Business

### Action Taken:

Agenda:

Celebrations- Mr. Payne - (Math) Teacher of the Month; Freshman and Sophomore teams celebrated ho Foggie -Students won laptops (2 students) and their pictures were posted on Freshman Academy Insta quarter 3 celebration (will be determined).

Approve of last meeting's minutes - (Mason-Watson - name needs to be corrected). Move of minutes t with noted corrections - LaPrade; Foggie seconded. All have agreed. Minutes have been accepted.

Review any Coaching notes

3/15 Feedback

Hello!

Last month you may have received multiple comments. If so, as you are reviewing your comments and with your team, please consult your LC to look at next steps prior to making adjustments. Also, as we p your special elections in April, please let me know if I can be of assistance to you all.If you have any qu need anything please reach out!

Best,

Courtney

2/17 Feedback

Hello!

I hope that you all are well and I can't wait to join you at your next meeting! I did want to send a remir section under the "Our Meetings" section. Please check off meeting minutes each month for this scho ensure that parents are able to access this. You can uncheck the meetings that you currently have che 2019-2020 school year. When parents use your guest login credentials on your website this is one of th that they are able to see. Please let me know if you have any questions around this and I will be more : assist. Have a wonderful day!

C. Tate

Old Business - None

Update on goal A2.04

A2.04: Instructional Teams develop standards-aligned units of instruction for each subject and grade level

Our Focus will be on Walk Through Data

Dr. Foggie - Main Role but additional staff members are contributors (will discuss walkthroughs and feedback)

Dr. Foggie - Update meeting - 4 walkthrough teams led by administrators. CMS Big 3 - work is aligned vertically from district. Reference all school improvement plan goals. Core actions 3 - student engagement is focus of walkthroughs. Interconnectedness of initiatives determined for school. Data - types of classrooms for vertical alignment. Timeframe of lesson. Type of lessons were synchronous work - heavy lifting and instruction with student. Assessments and Differentiation of Instruction. Group reflections of teachers, admin, facilitators and co-facilitators. Data will be used for additional support over summer and beginning of the school year. Also for current year with teachers. There are comments about what is working well. Teachers doing well with building relationships with students as well as working with EL students and collaborative planning with PLCs.

Needs work- small group and as teams.

Everett - Teachers do a lot with heavy lifting with instruction of lessons. English team is in sync and the team works together and make sure that students are connecting well with literature. Students heavy usage of chat. Teachers may use polls in chat box. Also PearDeck. ESL teacher chunking text. Balancing in-person and online learning to ensure understanding

Dixon - Same response.

Dr. Foggie - this data will be used continually for professional learning and collaboration of information on a floor for anyone else to share findings.

Mason - Watson - questions - observation- notices lecture style of teaching instead of students sharing with teacher. How do you encourage getting away from the socratic method?

Everett - PLCs will come out with this and address suggestions that are given in feedback. Also, teams will observe a different portions of lesson on a different day to observe different techniques of teachers.

Foggie - District wide issue of heavy lifting. Students are silent.

Deshay - Work in progress

Mason -Watson Professional development for teachers in this area?

Everett - Will be a discussion on funding.

Johnson-Anthony - not the norm when students are in the building. There is Socratic style and academic conversations. Refreshers in this area to re-engage students in the flow of classroom discussions and e

Mason -Watson - some classes conducive to group discussion - more interaction in PE and Band and m conversation from boys than girls.

Johnson-Anthony - Girls are caretakers at this moment and in this environment. Also we may have a de more boys than girls.

2021 School Improvement Team Composition Principal Attestation form

<https://docs.google.com/document/d/1q7EU3ygDLMYJRFBg6rBfMtuaYXqwdRdCGZFIFqRCjvo/edit#he>

Form not due until April. 50% Team/student and parents of SLT. No parents on Chat and Chew. Everett Google Form- will be sent to teachers for parent recommendations. Direct calling to acquire greater pa

Everett will reach out to Tate and Ward will sign and everyone in meeting will sign as we have made st to be 50/50 with fidelity.

Mason-Watson - question to add: Willing to share number to receive a number for someone to call yo parents about SLT directly and ways to engage them.

Everett Response - Not asking for teachers to contact parents. But teachers that are active in students' a means of engagement in SLT/PTSA as well. ConnectEds are not yielding great results. This may have g response.

Mason-Watson - "You are invited..." - utilize this verbiage. Follow up with email invitation. People will f willing to embrace invitation with this approach. No problem with constructing this.

Everett - Response this was first step. After Spring Break - 1st step and email list. There is a flyer for tea Google form for parent information, etc.. Will work on verbiage. Please begin thinking about Call Scrip (Watson-Mason) would appreciate as a parent, would be helpful. Divide names among Parent- Engage calls. Spanish translators will help with call. Any additional suggestion - Opened the floor.

Foggie - Feeder Middle Schools - parents to come aboard early before school year starts.

Everett Response - Like idea - was a virtual event?

Foggie - Student services - Renaissance West would like to collaborate. Initiative will be taken to get th with PTSA and school leadership team

Everett will assist and help present.

Mason-Watson Response - Be intentional about ways to approach PTSA. There is not one in complianc Harding. If parents do not believe enough parents are present. Work with Carroll Dixon on this. Discuss inviting parents.

Foggie - Everett and Foggie will collaborate. Tate reached out for meeting Wednesday. Palmer and Nor with transitioning.

District Updates (Election Meeting in April) - District meeting with School leadership teams and Indo - l precise. Election process using ZOOM platform and those invited to join and Google Form to be utilized form - Google Poll.

Everett - spoke with Rattley for recording to issue connectEd from Mason-Watson.

Johnson-Anthony - call Mason-Watson can merge call or send voice recording.

Mason- Watson - not a problem.

Everett - Will coordinate after Spring Break.

Mason- Watson- will do a script for Spanish translation to have ahead of time.

Membership Drive Ideas

Parent Suggestions/Ideas/Concerns- Mason- Watson for protocol for teacher that is ill and students no understanding what is going on with instruction. Parent does not have information not communicated concerning.

Everett Responses: Gives students information and informs teachers to alert students through announ issue their assignments.

Johnson-Anthony - Teachers are informed to ensure announcements are placed, assignments are giver are alerted on what they need to do.

Kandice Ellis - Question concerning Wednesday schedule posting.

Everett , Johnson - Anthony Schedule Change is on 95% of student's schedule change. C

Foggie,- Email sent March 10th and schedules as well as Link Tree posting.

Mason- Watson - where is parent notification? Keep parents in the loop.

Johnson-Anthony and Dr. Foggie response - ConnectEd March 10th from Principal Ward.

Mason-Watson - communication with multiple forms.

Johnson-Anthony Response - email 573 parents. 72% 1594 students received text and 74% went to stu email went without fail.

Numbers need to be checked and can be added on portal.

Ellis - Confusion around schedules.

Foggie - Teacher meetings and not checking emails to get into meetings.

Mason-Watson - Teacher response rates to parental emails.

Johnson-Anthony - Not the norm - grade level administrators will address but teachers should respond hours.

Wingate - Teachers are good about responding to parents and maintain call log.

Mason-Watson - Has not had that experience with all teachers. Also foster parent/teacher/student pai Inclusive environment.

ZOOM or class.

Educational Lingo Google Drive:

[https://docs.google.com/document/d/1OL83U5qhAUzCfmlBA\\_iC6o6o82rFQlxPjkLosJ5rk6g/edit?usp=s](https://docs.google.com/document/d/1OL83U5qhAUzCfmlBA_iC6o6o82rFQlxPjkLosJ5rk6g/edit?usp=s)

Mason-Watson - This Glossary of Terms will help foster parent understanding. This glossary of terms h from the CMS website. There may be other terms to include. Working document - other acronyms ma

Everett Response - Thank you Mason- Watson for this. Also all administrators are present per your req

Mason-Watson - Thank you for all that you have and are doing.

Johnson-Anthony, Mason-Watson, Everett, Foggie, Wingatge, Hankins, Col. Clark, K. Dixon, Ellis, John C

Mason-Watson/Ellis - Teacher shout - outs - Include but not limited to: Hall, Conyers, Forrester.

Mason-Watson/Ellis - Student Registration for next year issued?

Johnson-Anthony Response - Yes (she also conveyed details of process and notifications).

Meeting Adjourned.

**VIII. Next Meeting**

Date: 04/22/2021

Time: 6:30pm

Title: SLT Meeting

Location: Zoom

**IX. Adjourn**

8:40pm

---