

**School Leadership Team**

**SOAR Lab- 3:00 pm**

**Meeting Agenda- March 11, 2025**

Agenda Item	Time	Facilitator	Notes
<b>Minutes from the last meeting- review and approve</b>	5 min	Hazelman/Florance	In attendance: Robinson, Florance, Dorsey, Castillo, Morris, Smith, Hazelman, Thomas, Leflore, Kellogg, Oates, Blackwell, Moreland, Vaird, K. Williamson, Graves  Meeting started: 2:59  February minutes were read by Hazelman. Move to approval by Kellogg, K. Williamson seconded. Minutes were unanimously approved.
<b>Comprehensive Needs Assessment</b>	15 min	Florance	<ul style="list-style-type: none"><li>• This document informs our planning for the next year.</li><li>• Tasks were divided up to members of SLT, to meet and discuss dimension/sub-dimension.</li><li>• Florance will email document to team this year, SLT members were asked to make note of what dimension they are assigned to.</li><li>• By April we may have a check-in on this, but we will definitely be talking about this at the leadership retreat (likely in June).</li><li>• We will not have evidences, but we would like notes as to why it is being given that rating.</li></ul>

<p><b>Review IXL Snapshot Data</b></p>	<p>5 min</p>	<p>Robinson</p>	<ul style="list-style-type: none"> <li>● We have one more IXL snapshot before the end of the year.</li> <li>● We can't restart snapshots; timeframe can be started over but not snapshots.</li> <li>● More detailed info will be given to teachers during PLC.</li> <li>● Overall for the school for math: <ul style="list-style-type: none"> <li>○ 15% above grade level (GL), 21% on GL, 15% below GL, 47% far below GL, 2% did not complete/take test</li> </ul> </li> <li>● Overall for the school for ELA: <ul style="list-style-type: none"> <li>○ 13% above GL, 35% on GL, 15% below GL, 47% far below GL, 3% did not complete/take test</li> </ul> </li> <li>● We have a considerable number of students below grade level, are teachers having conversations with students about snapshots? <ul style="list-style-type: none"> <li>○ 5th grade is having conversations, but students aren't taking it seriously.</li> <li>○ Kinders are rushing through.</li> <li>○ 4th grade is asking students to show work and they understand the concept, but questions are timed and they are frustrated how quickly it's going through.</li> <li>○ 2nd grade may not necessarily understand it, it's like a box to tick off and they aren't thinking about the bigger picture of EOGs coming next year. Teachers will need to have another serious conversation with class and one-on-one.</li> <li>○ 6th grade, most students don't take it seriously - some do;</li> </ul> </li> </ul>
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			<ul style="list-style-type: none"> <li>○ 7th/8th see it as a babysitting tool, and it is overused.</li> <li>○ 3rd discussed how to incentivize using IXL; since it's their first year for the EOG they are fatigued and the team is trying to figure out how to increase motivation.</li> <li>● Each grade level will strategize during PLCs.</li> </ul>
<b>Review IndiStar Indicators</b>	10 min	Robinson	<ul style="list-style-type: none"> <li>● We have April and May to bring evidence to meetings in order to upload to IndiStar.</li> <li>● Each group should bring at least 2-3 pieces of evidence to each meeting (even if dates aren't until further in the future).</li> <li>● Reach out to those who have information/evidences you may need.</li> <li>● Robinson will send a Google folder link, SLT members will upload it into folder.</li> </ul>
<b>Discuss upcoming Events for April &amp; May</b>	15 min	Events Committee	<p>Morris, Castilo, Robinson</p> <ul style="list-style-type: none"> <li>● Student-led conferences will be discussed in PLCs, but they will happen on March 27.</li> <li>● Mar. 27 - Meet and Greet for New Parents/Students; 6-7 pm</li> <li>● Mar. 24-28 - Scholastic Book Fair</li> <li>● Apr. 1 - Staff meeting</li> <li>● Apr. 1-3 - 5th grade Washington DC Field Trip</li> <li>● Apr. 2-4 - 7th/8th grades Atlanta Field Trip</li> <li>● Apr. 3 - Spring Pictures</li> <li>● Apr. 8 - SLT Meeting</li> <li>● Apr. 10 - Spring Concert (K-2), pending venue approval</li> <li>● Apr. 11 - Sneakerball (date moved back one week); will be at Khalif Event Center.</li> </ul>

			<ul style="list-style-type: none"> <li>● Apr. 11 - Career Day</li> <li>● Apr. 14-18 - Spring Break</li> <li>● Apr. 23 - Administrative Professional (Office) Appreciation Day</li> <li>● Apr. 24 - The Ned Show; K-2 8:45, 3-5 9:30</li> <li>● Apr. 24 - Meet and Greet for New Parents/Students; 6-7 pm</li> <li>● Apr. 25 - Field Day</li> <li>● Apr. 28 - Volunteer Appreciation Day</li> <li>● May 1 - Principal Appreciation Day</li> <li>● May 2 - Lunch Hero Appreciation Day</li> <li>● May 5-9 - EOG Spirit Week</li> <li>● May 5 - Teacher Appreciation Week</li> <li>● May 7 - Nurse Appreciation Day</li> <li>● May 9 - EOG Pep Rally</li> <li>● May 13 - SLT Meeting</li> <li>● May 20 - 4th Quarter Awards Day for Grades 1-4, and 6/7</li> <li>● May 21 - Kindergarten Promotion - 8:30 am</li> <li>● May 22 - 5th Grade Promotion - 9 am; 8th grade Promotion - 1 pm</li> <li>● May 23 - Last day of school; early release at noon</li> </ul>
<p><b>Submitted Question responses</b></p>	<p>10 min</p>		<ul style="list-style-type: none"> <li>● Hope is to resume lunch coverage next week; it was put on pause because of illnesses going around the school.</li> <li>● Emails will be sent to staff before school day whenever possible, but there are times that the timing won't work out that way. Leadership will be informed first, to be able to inform their team.</li> </ul>

			<ul style="list-style-type: none"><li>● We will have to develop additional procedures for field trip to help streamline the process for staff.</li><li>● Priority for absences: unexcused, then total, then tardies. Moreland contacted families regarding unexcused absences, and sent out a letter developed by the district attorney's office. Absence team is contacting families, and now MTSS is looking at total absences. Families are also being contacted for tardies by absence team. Teachers are encouraged to also have conversations with families that have excessive tardies that they are missing instruction, and that information does inform families that are not invited back for the next school year.</li></ul>
<b>Next Meeting 4-8-25</b>			