

Leadership Notes: AUGUST 2015

- 1 **Textbooks: Reading teachers** will use be using consumable books and will receive class sets from Kathy. If a student transfers out of the school, you will collect their book and give to Kathy. If a new student enters from Broward, they should be coming with their book from previous school. Kathy will be conducting a class/textbook count the Friday after Labor Day to collect any books not being used. You will not be storing any unused books in your classrooms.
 - a. **LA teachers** will handle their textbooks in the same manner as SS teachers. You will allotted one book per student. All books will be bar-coded to each student. In order to make a class set to keep in the classroom, you will seek students/parents that are willing to volunteer to use E-editions at home. Use the Open House time to make request (we will discuss).
- 2 1st Day Procedures- Be patient. Review instructions carefully. If you teach 6th graders, please review the bus procedures.
- 3 This is the year of change. **New district initiatives:**
 - a. **B.E.S.T. = Beyond Expected Student Targets-** includes new district vision and mission statements:
 - b. "Educating today's students/staff to succeed in tomorrow's world- C2Ready!"
 - c. "BCPS is committed to educating all students/staff to reach their highest potential."
 - d. BEST Practices :
 - e. #1. A Focused and Authentic PLC (evidence driven, analysis of student work)
 - f. #2. An Embedded High Quality Rtl Process
 - g. #3. Optimal Internal/ External Relationships
 - h. #4. Scaling Up Additional BEST Practices
 - i. Discussions taking place for PLCs- making them smaller, grouped by grade level and subject area. (Time to discuss grading as well) Much more coming.....Keeps Fridays open for department meetings, etc.
 - j. How do we feel about PLC extra time beyond the regular weekly meeting time?
 - k. Additional possibilities: September 19, February 26 EarlyRelease Days (1.5 hours each)
 - l. Oct. 24, Nov. 4, Dec. 19, Mar. 20= Teacher planning days (2 hours each).
 - m. Additional Tuesday or Thursday mornings (30 mins)
- 4 Lesson Plans- also time for change. Mrs. Nissen went through every single teacher's lesson plans from last year. Plans must be complete and able to be read by someone walking into your classroom. Legally must include ESE, ELL student needs. Also Essential Questions, Standards/Objectives, Standards driven. No page numbers, calendars, etc.
- 5 Planning Day hours 8 – 3. Regular school days 8:05-3:35 (that means be ready to work at 8:05).
- 6 Great kids, great school: "Kids can make kids' mistakes. Adults should not make kids' mistakes"/ no yelling, fear tactics. Connect with parents in a timely fashion; get back with them as soon as possible even if it is to leave a message saying you will talk later.
- 7 Follow up to morning's PD:

- a. **Evaluations- 7 Essential Elements: DQ 2,3,4 = #6, 11, 12, 17, 18, 20, 22 should be in every lesson, in planning, on continuous basis.**
 - b. Planning- use #44, 43, 42 (Plan with the End in Mind)
 - c. Each teacher should ask themselves, “How will I monitor for the desired effect?”

 - d. **CCR-** Main areas will be covered in PD/PLCs including Depth and Standards. DOKS, lesson planning, lexiles, range of texts, Cognitive Levels bridge to Marzano, VALUE of PLCs

 - e. **Visible Learning-** Effect size, Not Facilitators but Activators, Feedback, Accountable Talk, Self-evaluation
- 8** On behalf of the Literacy Department, I emphasized writing across all grade levels. New FSA Assessments include 6,7,8 – issues not just with writing but keyboarding skills, timed writing on computers, etc. Also, student lexile levels will be discussed across the curriculum as we move towards cognitive rigor.
- 9** District Language Arts Chair and Reading Coach meeting tomorrow. Questions? Send to me/sticky note, etc. Lauren already asked about the new LA textbooks- Do they need to be supplemented with Vocabulary Workshop program? Good question- I will ask....