

West Elementary Site Council
Agenda & Minutes
Thursday, January 3, 2008
(meeting agenda from postponed Dec. meeting)
7:00pm
West Library

I. Welcome and Introductions of Members and Guests

II. BOE Report from November 12 and December 10

- Kathleen Scherer will give a brief overview of the BOE meeting from November 12. Peggy Miksch will report on the December 10 meeting.
 - *Mrs. Scherer reported on the November 12 meeting and Mrs. Flinn reported on the December 10 meeting.*

III. Goals for 2007-2008 School Year

- Monitor School Improvement progress toward targeted goals with respect to QPA regulations and AYP standards.
- Maintain communication efforts between West Elementary and the USD 320 Board of Education.
- Increase awareness and understanding of curriculum and instructional strategies used in West Elementary classrooms, as well as student support systems (i.e. Rigby Literacy by Design, Physical Education, Technology, Music Education, Title I, and Extended School Day).
- Increase awareness of Olweus Bullying Prevention Program and support bullying prevention efforts implemented at West Elementary.
- Increase awareness of the Wellness Committee initiatives and provide support of Wellness goals.
- Brainstorm ideas to improve attendance at Parent Night and devise an action plan.
 - *This information is for review only.*

IV. District Folder and Brochures for Teacher Recruitment and Potential USD 320 Families

- *Mrs. Flinn shared the district folder and brochures that are "in the works" to share with prospective USD 320 families, as well to provide to potential employees in the process of teacher recruitment. District printer Audrea Martens has been working on these and they look great! The Site Council was impressed with the professionalism of the documents.*

V. Rigby Literacy by Design Program

- Representatives from the Language Arts Curriculum Committee from West will be present to share information on our newly implemented Rigby Literacy by Design program. (Mrs. Dow, Mrs. Maginley, Mrs. Hirt, and Mrs. Stallard)
- This research-based program embraces the instructional strategies that we have had in place at Central and West for many years now, but provides teachers with even more resources to meet the needs of the different learners in their classrooms.
 - *Teri Dow shared the Shared Reading component. She explained how science and social studies are integrated. Lessons are presented in themes. Each week's theme contains the following components for shared reading--Modeled Reading, Shared Reading, and Interactive Reading. The reading strategies are covered thoroughly during the Shared Reading component.*
 - *Memory Maginley shared the Guided Reading component. Students are given the Diagnostic Rigby READS test to place in proper reading levels. GR groups have no more than 6 kids per group. Students are in groups based on their instructional reading level. Comprehension Bridge cards are used to guide discussion and strategy instruction. Teacher helps student connect to prior knowledge and targets reading comprehension skills and strategies during GR time. Work on reading fluency, also. This includes phrasing, voice, paying attention to punctuation, in addition to speed and accuracy. Graphic organizers are used frequently. Students are also asked to reflect and respond to their reading. There is a writing component to RLBD that is modeled after the Six Trait Writing model. Teachers have found that they need to go deeper with writing instruction than what RLBD has, but maybe with time, this will get better.*

- *Stacey Hirt shared the assessment component. Students are given theme tests that cover the material in shared reading. The theme tests are unique in that they require students to demonstrate their understanding of the reading comprehension strategies-- they must "apply" their learning on these tests. Students are also given quarterly benchmark tests to check for reading fluency, comprehension, and word study skills. Benchmark tests are used to determine if students need to be moved to a different reading group, but students can be moved from one group to another at any time, if necessary, based on their performance.*
- *Cheryl Stallard shared the word study, phonics, and spelling component. She began by giving a brief history of phonics instruction in USD 320. She stated that RLBD has brought back consistency of phonics instruction across the grade levels. She also shared the spelling component and how this looks for our grade levels. She made the distinction that we are not limiting ourselves with the RLBD resources and that we have many other wonderful resources that support our literacy practices. However, we are pleased with how well put together RLBD is and that it strongly supports best practice with respect to reading instruction.*

VI. Fall Site Council Report to BOE

- The Fall Site Council Report to the BOE is attached to the agenda. Please review prior to our meeting and bring with you any questions you have.
- The report provides more detailed information to the BOE on what we have planned as a Site Council and how we expect to achieve our goals.
 - *The Site Council had no questions on the Fall Site Council Report.*

VII. Schedule of Presentations for Site Council

- February—Wellness Committee Presentation and Physical Education Curriculum
- March—Technology Curriculum and Technology Resources for West Elementary Students
- April—Music Education at West Elementary
- May—Final Site Council Report Preparation
 - *Review only.*

VIII. BOE Meetings

- The Site Council schedule for BOE meetings is listed below. Starting time is 7:00pm in the WMS Library.
 - September 10—Claudia McAlister
 - October 8—Kelley Nordberg
 - November 12—Kathleen Scherer
 - December 10—Peggy Miksch
 - **January 14—Amanda Blush**
 - February 11—Cathy Woodyard
 - March 10—Pat Nelson
 - April 14—Chris Hupe
 - May 12—Sherry Helus
- *Miss Blush will attend the January 14 BOE meeting. Mrs. Flinn encouraged all Site Council members to attend in support of the PTO's request to purchase TV systems for the classroom.*

VII. Next Meeting: Thursday, February 7, 2008 at 7:00pm