

PROFESSIONAL LEARNING COMMUNITIES IN ACTION

Learning Team Members In Attendance:	Date:	Time:	Need-Based Focus for Meeting:
K. Gaines (Freshman administrator) <i>K. Gaines</i> B. Smith (Freshman dean) <i>B. Smith</i> C. Andrews (SPED) <i>C. Andrews</i> C. Arrington (JROTC/DCA) B. English (History) <i>B. English</i> E. Hosey (History) <i>E. Hosey</i> A. Lue (Science) <i>A. Lue</i> C. Mason (English) <i>C. Mason</i> E. Porter (Math) <i>E. Porter</i> M. Thomas (SPED paraprofessional) <i>M. Thomas</i>	9-14-16	12:35	Bi-Weekly Data Meeting <i>To provide resources for students, parents, and teachers to support student success.</i>
Minutes of Meeting: <ul style="list-style-type: none"> • Students with excessive tardies or absences • Behavioral issues • Failing students • Parent contact info • Saturday School Students • Intervention Plan or Plan of Action • STAR testing/PST 	Purpose of Meeting: Mentoring Meeting Plan Examine Student Work Solve Instructional Problem X Other (specify) Freshman Academy Meeting Departmental Meeting		Action(s) To Be Taken <ul style="list-style-type: none"> • Struggling/Failing Students <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Saturday School Recommendations • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • Credit Recovery (for repeating 9th graders only) • After additionally data collection, PST referral if necessary • Attendance/Tardies <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • After additionally data collection, PST referral if necessary • Behavior Issues <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • After additionally data collection, PST referral if necessary
			Who: All Freshman Academy Teachers Target Date: On-Going

Plan of Action⁺ implemented
and Saturday School has
started

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Rx

Administrator/Facilitator Signature:

William Stevens

Date:

9/14/16

Comments:

PROFESSIONAL LEARNING COMMUNITIES IN ACTION

Handwritten signatures and initials:
Paul
Paul

	Date: 11-9-16	Time: 12:35	Need-Based Focus for Meeting:
<p>Learning Team Members In Attendance:</p> <ul style="list-style-type: none"> K. Gaines (freshman administrator) <i>K. Gaines</i> B. Smith (Freshman dean) <i>use same</i> C. Andrews (SPED) <i>Andrews</i> C. Arrington (JROTC) <i>Arrington</i> B. English (History) <i>English</i> E. Hosey (History) <i>Hosey</i> A. Lue (Science) C. Mason (English) <i>C. Mason</i> E. Porter (Math) <i>E. Porter</i> M. Thomas (SPED paraprofessional) <i>M. Thomas</i> 	<p>Purpose of Meeting:</p> <ul style="list-style-type: none"> Mentoring Meeting Plan Examine Student Work Solve Instructional Problem Other (specify) PST/Freshman Academy Meeting Departmental Meeting 	<p>Who</p> <p style="text-align: center;">All</p> <p>Target Date</p> <p style="text-align: center;">On-going</p>	<ul style="list-style-type: none"> • 9th grade PST students • Data meeting • Identify failing students • To provide resources for students, parents, and teachers to support student success academically and socially
<p>Minutes of Meeting:</p> <ul style="list-style-type: none"> • 9th grade PST <ul style="list-style-type: none"> ➢ Interventions used ➢ Attendance/Tardies ➢ Behavior/Discipline ➢ Grades/Failing Students • Review 360 • Progress Reports due this week by Thursday at 1:00pm • Freshman Academy Concerns and Issues • Inclusion teacher being involved in the education of all students both general ed and special ed <ul style="list-style-type: none"> ➢ Do small group ➢ Reteach ➢ Walking around the class ➢ Pull-out ➢ Second delivery 	<p>Action(s) To Be Taken</p> <p>PST students in the 9th grade</p> <ul style="list-style-type: none"> • Provide interventions and strategies (evidence of those interventions) • Use inclusion teachers to provide small group or second delivery of instruction <ul style="list-style-type: none"> • Progress Monitoring <p>Struggling/Failing Students</p> <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Saturday School Recommendations • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • Credit Recovery (for repeating 9th graders only) • After additionally data collection, PST referral if necessary <p>Attendance/Tardies</p> <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • After additionally data collection, PST referral if necessary <p>Behavior Issues</p> <ul style="list-style-type: none"> • Parent notification via the classroom teacher • Counselor (Mrs. Figures): Provide interventions for students with academic, behavioral, and attendance concerns • After additionally data collection, PST referral if necessary 	<p>Who</p> <p style="text-align: center;">All</p> <p>Target Date</p> <p style="text-align: center;">On-going</p>	<p>Need-Based Focus for Meeting:</p> <ul style="list-style-type: none"> • 9th grade PST students • Data meeting • Identify failing students • To provide resources for students, parents, and teachers to support student success academically and socially

LeFlore High School Freshman Academy Meeting Log

Date: 11/9/16

Teachers	Present	Absent	Reason for absence
Keaton Harris	✓		
Eric Hoy	✓		
1SG [Signature]	✓		
Aberrington	✓		
Edna Paul	✓		
Henry Henry	✓		
Demetrius Kraler	✓		
Olason	✓		
Christopher Andrews		✓	another meeting to attend

Review of Previous Meeting:

Accomplished Goals	Primary Reason
Unaccomplished Goals	Primary Reason

Freshman Academy
Data Meeting Agenda
Date: January 25, 2017

I. Data

- **Attendance/Tardies**
 - **Names of students and number of absences and/or tardies**
 - **Follow the plan of action**
- **Behavior/Discipline**
 - **Name of students having issue**
 - **Follow the plan of action**
- **Grades**
 - **List of struggling/failing students**
 - **Follow the plan of action**

II. Saturday School/ Edgenuity

- **Identify your students (math and/or English) on the failure list and send home a Saturday school notification**
- **Tentative Saturday school date: February 4, 2017**

III. Freshman Academy Concerns and Issues

LeFlore High School Freshman Academy Meeting Log

Date: 1/25/17

Teachers	Present	Absent	Reason for absence
Kevin Kaines			
BOSCO USG, USN	✓		
Bonita English	✓		
Chris Andrews	✓		
Elph ?	✓		
Cynthia M Arrington	✓		
J Hose	✓		
Demetrius Pat	✓		

Review of Previous Meeting:

Accomplished Goals	Primary Reason
Unaccomplished Goals	Primary Reason

Freshman Academy
Data Meeting Agenda
Date: February 15, 2017

I. Data

- **Attendance/Tardies** → *Mail: attendance letter + submit to attendance clerk*
 - **Names of students and number of absences and/or tardies**
 - **Follow the plan of action**
- **Behavior/Discipline**
 - **Name of students having issue**
 - **Follow the plan of action**
- **Grades**
 - **List of struggling/failing students**
 - **Follow the plan of action**

II. Saturday School/ Edgenuity

III. Freshman Academy Concerns and Issues