

MTSS Team Meeting Agenda

Date: January 26, 2015

Site: Doolen

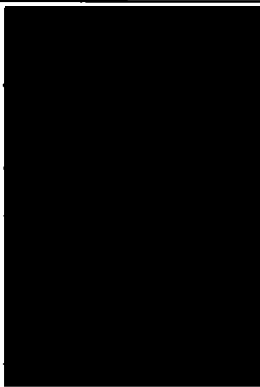
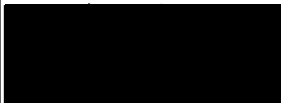
LSC: Josephine King

Persons present: Josephine King(LSC), Marilyn McGlory, Anne Littleton (student support services), Renee Morales (Principal), Lisa Unger (counselor), Andra Karnofsky(ED Psych) Don Brennan (CF) Melissa Molina (Assistant Principal)

| Task | Notes | | |
|---|--|--|--|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | School wide discipline discussed classroom level discipline, teacher need to follow protocol, call parents, utilize PBIS in the classroom Josephine will create a form for Accountability for following Tier Interventions in Class | | |
| School-Wide Corrective Action (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Action Needed | | Person Responsible |
| | Continued regular communication with stakeholders, emphasis on student population. PBIS. Not flowing protocol: Concern that teachers are asking student support personnel to call home, meet with students, fill out paperwork Meetings once a month for MTSS for larger group MTSS Weekly Meeting with smaller group | | Staff |
| PBIS Review (What positive interventions have been used recently? What changes need to be made?) | Notes | Action Needed | Responsible |
| | Thundrebucks, Positive Student recognition referrals. Store Progress Reports | All staff needs to recognize students. Teachers asked to give at least 5 Thunderbucks a day Positive phone calls home. | LSC Teachers |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) See attached list of students at risk | | | LSC, Teachers, Psychologist, AP, And student support services, principal. |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: See attached list | 21 st Century Tutoring | Contact parents of students that are not attending that need to attend and or recommended by the teacher. | Teachers, staff, admin, LSC. Student support services, will call parents and or guardians. |
| Other | [REDACTED] | Renee will clarify for them | |

General Summary of Meeting: Discussed current students in MTSS referral process, both for behavior and academic. Creating levels of accountability for teachers to follow Tiers of Interventions in classroom.

| Support Staff | Note | Summary of Service | Concerns | Solutions |
|-------------------------|-------------|--------------------|------------|-----------|
| Wadia Sarah 247-2263 | Not Present | | | |
| Renee Morales | | Children in Crisis | [REDACTED] | |

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|--------------------------------------|-------------|---|---|---|
| | | |  | |
| Lisa Unger | | Mediations Generate At Risk Lists every Quarter | | |
| Belen Gamez | Not Present | | | |
| Andra Karnofsky | | Child Psychologist |  | Observations of behaviors Testing |
| Celina Ruiz | Not Present | Health | Provided List od health concerns for students at risk | |
| Anne Littleton Marilyn McGlory | | Support Services Identified students through MASS and African American | Phone Calls Home Regular Check Ins Tutoring (before, after, lunch) Observations, Project Soar, NSBE, Anger Management, Assist Students to advocate for themselves | |
| Don Brennan | CF | Support Teachers | Running Saturday School Work with Colima regarding use of electronics | Students placed by Admin following tiered behavioral consequences |
| Alain Ndoumba | Not Present | Support Adjudicated Youth | | |
| Crystal Reedy | Not Present | Counselor | | |
| Josephine King | | Restorative Practices Support for MTSS PBIS ALE/GATE and Honors MTSS | Number of frequent flyers Teacher Interventions | Create accountability form |

MTSS Team Meeting Agenda

Date: February Site: Doolen LSC: Josephine King

Persons present: Josephine King(LSC), Marilyn McGlory, Anne Littleton (student support services), Renee Morales (Principal), Lisa Unger (counselor), Andra Karnofsky(ED Psych) Don Brennan (CF) Melissa Molina (Assistant Principal)

Absent: Kathleen Neighbors, (Social Worker), Crystal Reedy (Counselor), Alan and Wadiah (Support Service, No Nurse (transition for new nurse) Belen Gamez (Community Rep)

| Task | Notes | | |
|---|--|--|--|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | School wide discipline discussed classroom level discipline, teacher need to follow protocol, call parents, utilize PBIS in the classroom Teachers sending students out with no referrals. | | |
| School-Wide Corrective Action (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Action Needed | Person Responsible | |
| | Continued regular communication with stakeholders, emphasis on student population. PBIS. Not flowing protocol: Concern that teachers are asking student support personnel to call home, meet with students, fill out paperwork Meetings once a month for MTSS for larger group MTSS Weekly Meeting with smaller group | Staff | |
| PBIS Review What positive interventions have been used recently? What changes need to be made?) | Notes Thundrebucks, Positive Student recognition referrals. Store is Working! Progress Reports | Action Needed All staff needs to recognize students. Maybe Citizenship rewards? Teachers asked to give at least 5 Thunderbucks a day Positive phone calls home. Student of the Month? | Responsible LSC Teachers |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) See attached list of students at risk | | | LSC, Teachers, Psychologist, AP, And student support services, principal. |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: See attached list | 21 st Century Tutoring | Contact parents of students that are not attending that need to attend and or recommended by the teacher. | Teachers, staff, admin, LSC. Student support services, will call parents and or guardians. |
| Other | | | |

General Summary of Meeting: Discussed current students in MTSS referral process, both for behavior and academic. Creating levels of accountability for teachers to follow Tiers of Interventions in classroom.

| Support Staff | Note | Summary of Service | Concerns | Solutions |
|-------------------------|-------------|--------------------|----------|-----------|
| Wadia Sarah 247-2263 | Not Present | | | |

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|--------------------------------------|-------------|---|--|---|
| Renee Morales | | Children in Crisis | | Parent Teacher Conferences. [REDACTED] referred to Andra for possible testing [REDACTED] testing for ED class. Josephine and Renee will work together to create a schedule for [REDACTED] in the meantime. Meeting with [REDACTED] (Parents are not following through now what? |
| Lisa Unger | | Mediations Continue to Generate At Risk Lists every Quarter | | |
| Belen Gamez | Not Present | | | |
| Andra Karnofsky | | Child Psychologist | | Observations of behaviors Testing |
| Celina Ruiz | Not Present | Health | Provided List of health concerns for students at risk | |
| Anne Littleton Marilyn McGlory | | Support Services Identified students through MASS and African American | Phone Calls Home Regular Check Ins Tutoring (before, after, lunch) Observations, Project Soar, NSBE, Anger Management, Assist Students to advocate for themselves | |
| Don Brennan | CF | Support Teachers | Running Saturday School | Students placed by Admin following tiered behavioral consequences |
| Alain Ndoumba | Not Present | Support Adjudicated Youth | | |
| Crystal Reedy | Not Present | Counselor | | |
| Josephine King | | Restorative Practices Support for MTSS PBIS ALE/GATE and Honors | Number of frequent flyers Teacher Interventions | Meet with Teacher Leaders about grade level concerns. |

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| | | MTSS | | |
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| Notes | Will meet in March when everyone can be present. |
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MTSS Team Meeting Agenda

Date November 7th _

Site: Doolen

LSC: Josephine King

Persons present: Josephine King(LSC), Renee Morales (Principal), Crystal Reedy, Lisa Unger (counselors), Andra Karnofsky(ED Psych), Jaclyn Roman (Nurse Tech) Kathleen Neighbor (Social Worker) Belen Gamez (Community Rep)Don Brennan (CF)

Absent Support Services: Marilyn McGlory, Anne Littleton, Alan Ndoumba, Wadiyah Sarah

| Task | Notes | | |
|--|--|---|---|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | Tier I Interventions discussed including Buddy Room. School wide discipline discussed classroom level discipline, teacher need to follow protocol, call parents, utilize PBIS in the classroom | | |
| School-Wide Corrective Action | Action Needed | | Person Responsible |
| (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Continued regular communication with stakeholders, emphasis on student population. PBIS. Buddy Teacher Rooms Need to be defined. Teachers Not flowing protocol: Concern that teachers are asking student support personnel to call home, meet with students, fill out paperwork Meetings once a month for MTSS for larger group MTSS Weekly Meeting with smaller group | | Staff Renee will address this to the staff |
| PBIS Review | Notes | Action Needed | Responsible |
| What positive interventions have been used recently? What changes need to be made? | Thundrebucks, Positive Student recognition referrals. Store Progress Reports | Need to work on Thunderbuck Store for Positive recognition All staff needs to recognize students. We need to make a minimum number of Thunderbucks Teachers should be distributing Positive phone calls home. | LSC will work with Student Council Teacher (Amy) to get the store open. Teachers |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) See attached list of students at risk | | | LSC, Teachers, Psychologist, AP, And student support services, principal. |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: See attached list | 21 st Century Tutoring | Contact parents of students that are not attending that need to attend and or recommended by the teacher. | Teachers, staff, admin, LSC. Student support services, will call parents and or guardians. |
| Other | | | |

General Summary of Meeting: Discussed current students who may be up for the MTSS referral process We also assigned a lead teacher at every grade level who will assist with processing the forms.
 Classroom level discipline and school wide academic recognition.
 Thunderbuck Store and Buddy Room were discussed and information will be given to teachers.

| Support Staff | Note | Summary of Service | Concerns | Solutions |
|--------------------------------------|---|--|--|--|
| Wadia Sarah | Sent info about students she is working with in the ELD program | Supporting Lena in the ELD program With Arabic and Somali students | Culture | Counselors will work with ELD program |
| Renee Morales | | | | Renee will send an email of Buddy Teachers |
| Lisa Unger | | Spending time supporting GATE and 6 th grade | 6 th LA | Support sub |
| Belen Gamez | ZAP Room will begin at Lunch Time | Community Rep ZAP Room Lunch Detention | No Socializing in ZAP Room | |
| Andra Karnofsky | | Behavioral tied to Tinot | | |
| Jaclyn Roman | | Health | Some students are using an excuse to get to the nurse to get out of class. | |
| Anne Littleton Marilyn McGlory | Will send info | Support Services Identified students through MASS and African American | | |
| Don Brennan | | IC | Working to support the PBIS process | |
| Alain Ndoumba | Not Present | Support Adjudicated Youth | | |
| Crystal Reedy | | Move Crystal to the A Building top floor. | Using her room as a time out for students who need a smaller working environment to get work done. | |
| Josephine King | | Restorative Practices Support for MTSS PBIS ALE/GATE and Honors MTSS | Number of frequent flyers 6 th grade LA Sub (throwing multiple students out daily) Subs in Building | Placed 6 th grade Sub on Plan of support for students Progress Reports Behavioral Contracts Academic Support Will attend Parent Teacher Conferences Observe students in class Restorative Circles La Frontera Initiate Parent Teacher Conferences |

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| | | | | Increase number of Thunderbuck distribution Acknowledge teachers and students Work on Store |
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MTSS Team Meeting Agenda

Date: 12/5/14Site: DoolenLSC: Josephine King

Persons present: Josephine King(LSC), Marilyn McGlory, Anne Littleton (student support services), Renee Morales (Principal), Crystal Reedy, Lisa Unger (counselors), Andra Karnofsky(ED Psych), Jaclyn Roman (Nurse Tech) Kathleen Neighbor (Social Worker) Belen Gamez (Community Rep)Don Brennan (CF)

| Task | Notes | | |
|--|---|--|---|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | School wide discipline discussed classroom level discipline, teacher need to follow protocol, call parents, utilize PBIS in the classroom | | |
| School-Wide Corrective Action | Action Needed | Person Responsible | |
| (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Continued regular communication with stakeholders, emphasis on student population. PBIS. Flow Chart created for student services at Doolen Not flowing protocol: Concern that teachers are asking student support personnel to call home, meet with students, fill out paperwork Meetings once a month for MTSS for larger group MTSS Weekly Meeting with smaller group | Staff | |
| PBIS Review | Notes | Action Needed | Responsible |
| What positive interventions have been used recently? What changes need to be made?) | Thundrebucks, Positive Student recognition referrals. Store Progress Reports | All staff needs to recognize students. Teachers asked to give at least 5 Thunderbucks a day Positive phone calls home. | LSC Teachers |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) See attached list of students at risk | | | LSC, Teachers, Psychologist, AP, And student support services, principal. |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: See attached list | 21 st Century Tutoring | Contact parents of students that are not attending that need to attend and or recommended by the teacher. | Teachers, staff, admin, LSC. Student support services, will call parents and or guardians. |
| Other | Phone Call script developed and modeled by the IC for teachers to use. | | |

General Summary of Meeting: Discussed current students in MTSS referral process, both for behavior and academic, PBIS strategies, are they being utilized Classroom level discipline and school wide academic ecognition.

| Support Staff | Note | Summary of Service | Concerns | Solutions |
|--------------------------------------|--|---|---|---|
| Wadia Sarah 247-2263 | No sub, will leave on Friday and return in January. | Supporting Lena in the ELD program With Arabic and Somali students | Students taking pic of student not in garb and then giving to parents who are confronting daughters | Counselors will work with ELD program about confidentiality and pic taking to share with parents. |
| Renee Morales | | Children in Crisis | Who is helping? | Crystal Lisa or Andra Contact CRC |
| | | | ██████████ (Saunders 'class) | Design a program where she is working in the cafeteria to protect her against some of our students who are using her to fight. She gets to earn Thunderbucks. |
| Lisa Unger | | Spending time supporting GATE and 6 th grade | 6 th LA | Support sub |
| Belen Gamez | Renee explained that the ZAP room was punitive not therapeutic | Community Rep ZAP Room Lunch Detention | Socializing in ZAP Room | Asking for after school detention |
| Andra Karnofsky | | Behavioral tied to Tinet | ██████████ choosing behaviors conduct disorder/should be nailed | Try to get her into Catalina Agave |
| Jaclyn Roman | | Health | Scabies and Bed Bugs: Checking into 2 students | Send frequent flyers back to class |
| Anne Littleton Marilyn McGlory | | Support Services Identified students through MASS and African American | Teachers requesting services MTSS Forms | Mentoring, GIRRLS, Lunch Club, Project SOAR Please Call Hart and Figueroa about MTSS process at Doolen |
| Don Brennan | | IC | Parent Teacher Conferences | Developed script and modeled it |
| Alain Ndoumba | Not Present | Support Adjudicated Youth | | |
| Crystal Reedy | | | ████████████████████ | Major schedule change to move ██████████ away from her group |
| Josephine King | | Restorative Practices Support for MTSS PBIS ALE/GATE and | Number of frequent flyers 6 th grade LA Sub (throwing multiple | Placed 6 th grade Sub on Plan of support for students Progress Reports Behavioral Contracts |

Honors
MTSS

students out daily)
Subs in Building

Academic Support

Attend Parent Teacher
Conferences
Observe students in class
Restorative Circles
La Frontera
Initiate Parent Teacher
Conferences
Increase number of
Thunderbuck distribution
Acknowledge teachers and
students

MTSS Notes:

After School Detention (?)

- Why are students in detention?
- What are they doing in detention?

ZAP Lunch Room (Belen)

- Punitive not therapeutic
- No discussions
- Student eat are to remain quiet

Saturday School (Renee, Melissa, Josephine, Don)

- Punitive non therapeutic
- No discussions
- Make up work

Children in Crisis (Andra, Lisa, Crystal, Kathleen)

- (melt downs, cutting, threatening to hurt themselves)
- Contact: Andra, Lisa or Crystal
- How far a long is the student in crisis?
- CRC?
- Support teachers who ned to make CPS reports

Cultural Concerns (Wadia)

- Counselors will work with Wadia Sarah in January
- Students are taking off their headdress and other students are taking pictures and sharing with parents who are calling the school and asking for us to police students in garb

Support for [REDACTED] (Marilyn)



- Pay Scale using Thunderbucks
- Create job in the cafeteria to avoid lunch problems
- Marilyn will work on this to implement in January

Parent Teacher Phone Calls (Don)

- Don Brennan created a script for teachers to use when making phone calls
- Don will share script with staff via email

MTSS Team Meeting Agenda

Date: 3/24/15 Site: Gridley Middle School. LSC: on LOA for the past 9 weeks
 Persons present: David Davies, Julie Shivanonda, Karen Seabolt.

| Task | Notes | | |
|--|--|---|--|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | Assistant Principal has suspended several students for level 2 behaviors in the GSRR. We had a big increase in the number of OSS during the 3 rd quarter, 16 totals. 4 of the suspension were coded for Defiance or disrespect toward authority, a level 2 behavior. 3 of 4 had a second code of "Disorderly Conduct" Which is a level 3. This should have been the primary violation and defiance listed as secondary. | | |
| School-Wide Corrective Action | Action Needed | | Person Responsible |
| (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Principal will review any future suspensions by Assistant Principal to ensure they are in compliance. Principal will review GSRR with Assistant Principal to ensure correct use of violation levels and terms. Assistant Principal will use Violation Checklist for Principal Review of all suspensions. Administrative team will review the GSRR levels to ensure full compliance with its use. Principal and director will meet in the first week of April to review suspensions | | David Davies |
| PBIS Review | Notes | Action Needed | Responsible |
| (What positive interventions have been used recently? What changes need to be made?) | | | LSC |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) |  | Working with IEP team and Behavior Team to transition  to Mary Meredith. | LSC N/A Principal, Psychologist, K. Klune. |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: | We are still working on getting a budget modification to start our Stated Title 1 After school tutoring program. We have been working on this since January without success. | Contacted Lynn S. before Spring about the lack of action. Lynn S emailed that she had completed the budget modification. | Follow up with O.M. to start Title 1 After School Tutoring. Have Tutors gather list of student to attend. Have Tutors call parents |
| Other | | | |

General Summary of Meeting: Main purpose of this meeting was to document corrective action plan for student suspension. Title 1 AST was also discussed and action taken to have in place for 4th quarter. Follow up with Behavior Team and IEP team on E.M. Next Meeting Set for March 30th.

MTSS Team Meeting Agenda

Date: 02/04/2015 Site: Secrist Middle School LSC: Dustin Knippen
 Persons present: David Montano, Lupe Duran, Michael Konrad, Nicole Chambliss, Ann Conway

| Task | Notes | | |
|--|--|---|---|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | <ul style="list-style-type: none"> All teachers and staff must be a part of the PBIS system. Summer school just for 8th graders, limited space, students with really low skills get first priority. Students on the retention list need to be added to the MTSS system. Secrist needs a Buddy System Retention paperwork for teachers | | |
| School-Wide Corrective Action | Action Needed | | Person Responsible |
| (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | <p>E-mail last three MTSS agendas to Mr. Konrad</p> <p>Talk to the LSC at McCorkle and discuss a VIP card for PBIS and also their MTSS process.</p> <p>Gather data about the 1st Quarter suspensions and see if it's just a few students, or a large group.</p> <p>Talk to Gridley about their MTSS process</p> <p>Talk to teachers about calling home when documenting in interventions.</p> <p>Gather more information on GSRR training.</p> <hr/> <p>Make sure top five students from each grade level in discipline data are run through MTSS</p> <p>We have a lot of un-medicated ADHD students. Work with teachers to help support students with ADHD</p> <p>Meet with LSC at McCorkle</p> <p>Work with teachers on creating consistency between teachers discipline use. Create an instruction council of teachers to help brainstorm and address issues with staff</p> <p>Contact Charolette Brown to come do a GSRR presentation for PD on January 7th, 2015</p> <p>Contact Scott Hagerman to see if parent requests to have their student tested for special education goes directly to the psychologist and do they only have 15 days to do the ROD.</p> <hr/> <p>Meet with LSC's at McCorkle, Mansfield, or Dodge by next Friday</p> <p>Send MTSS form to teachers to fill out for retention students.</p> | | <p>Mr. Knippen</p> <p>Mr. Knippen</p> <p>Ms. Duran</p> <p>Mr. Montano</p> <p>Mr. Montano</p> <p>Mr. Konrad</p> <hr/> <p>Knippen</p> <p>Knippen, Conway</p> <p>Knippen</p> <p>Montano</p> <p>Duran</p> <p>Konrad</p> <hr/> <p>Knippen</p> <p>Knippen</p> |
| PBIS Review | Notes | Action Needed | Responsible |
| (What positive interventions have been used recently? What changes need to be made?) | <p>Student Store needs to be open so we can implement Scorpion Bucks.</p> <p>Too many students being sent to the office</p> | <p>Get Student Store open</p> <p>E-mail Mrs. Riley so the Solutions Team can discuss the Buddy System</p> | <p>Knippen, Conway, Sabel</p> <p>Knippen, Mrs. Riley</p> |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____ _____ _____ _____ | | | |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) | | | |

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|---|--|--|--|
| List Students Added to Log: _____ _____ _____ _____ | | | |
| Other | | | |

General Summary of Meeting: We talked about making sure all teachers are on board with our PBIS system, meeting with other schools to see what PBIS systems they have in place, summer school, and retention.

MTSS Team Meeting Agenda

Date: 11/26/2014 Site: Secrist Middle School LSC: Dustin Knippen
 Persons present: Nicole Chambliss, Ann Conway, David Montano, Kathleen Crum, Lori Marchese, Lupe Duran, Michael Konrad, Dustin Knippen

| Task | Notes | | |
|---|--|--|--------------------|
| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | High number of suspensions We want to start group counseling, but we're going to wait until we get a new counselor. 16 suspensions in 6 th grade 42 suspensions in 7 th grade 25 suspensions in 8 th grade | | |
| School-Wide Corrective Action (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | Action Needed | Person Responsible | |
| | E-mail last three MTSS agendas to Mr. Konrad Talk to the LSC at McCorkle and discuss a VIP card for PBIS and also their MTSS process. Gather data about the 1st Quarter suspensions and see if it's just a few students, or a large group. Talk to Gridley about their MTSS process Talk to teachers about calling home when documenting in Interventions. Gather more information on GSRR training. | Mr. Knippen | Mr. Knippen |
| | | Ms. Duran | |
| | | Mr. Montano | |
| | | Mr. Montano | |
| | | Mr. Konrad | |
| PBIS Review (What positive interventions have been used recently? What changes need to be made?) | Notes | Action Needed | Responsible |
| | Student of the Month Stamp Sheets Front-of-the-Lunch-Line Passes Parent Post Card PBIS Matrix | Speak to NJHS and Student Counsel and get the Student Store up and running. | Mr. Knippen |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____ _____ _____ _____ | | | |
| MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____ _____ _____ _____ | | | |

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| Other | | | |
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General Summary of Meeting: We talked about the high number of suspensions Secrist had and wanted to gather more data as to why the number was so high. We also looked at what interventions our PBIS team had in place and what their next steps were. Finally, we gave most attendees a task to complete before our next meeting.

MTSS Team Meeting Agenda

Date: 03/25/2015

Site: Utterback MS

Counselor: Mosley

Persons present: Debbie Worthy-John O'Brien-Sally Duncan-C.C. Espinosa-Mario Maza-Cindy Worthman-Andrea Espinoza-Anita Cuellar-Chelsea Jimmie-Kristin Hugines-Elaine Assar-Alexander Soto-Tony Mosley-Michael Konrad

| Task | Notes |
|---|--|
| <p>Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?)</p> | <p>2nd Quarter "Heat Map" showed evidence of racial disparity for discipline for African American students. Ms. Dunbar and Mr. Konrad met to review suspensions. Found that individual suspensions were warranted but also saw that between 2nd and 3rd quarter suspensions were cut in half. 2nd quarter Af. Am. Students accounted for 20% of the suspensions. 3rd quarter that percentage was dropped to 13% of the suspensions.</p> <p>Looking at the drastic reduction of suspensions as well as the reduction in disparity the MTSS team was tasked with collecting the strategies used to achieve this reduction and what new strategies might be implemented to continue improving.</p> |

| School-Wide Corrective Action | Action Needed | Person Responsible |
|---|---|-----------------------------|
| <p>(What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?)</p> | <p><u>Successful strategies used which will continue:</u> Restructuring of ISS program Consistent language to students on behavior and consequences Utilization of SRO in the classroom and being a presence on campus Implementation of Daily Progress Report Boy's to Men mentor program Reinforcing the need for students to have a pass when being sent to the nurse or anywhere outside of the classroom Morning announcements with a positive message Implementation of the STARS program Consistent classroom protocol for behavior interventions Assembly to revisit PBIS procedures Administration and counselors moving to face to face parent communication EEF (Educational Enrichment Fund Grant)</p> <p><u>New Strategies</u> Need to retrain staff of referral process (teachers need to differentiate between discipline and intervention referrals)</p> | <p>Admin and counseling</p> |

| PBIS Review | Notes | Action Needed | Responsible |
|---|--|---------------------------|-------------------|
| <p>(What positive interventions have been used recently? What changes need to be made?)</p> | <p>PBIS program was implemented at the beginning of the year to provide students on appropriate behavior throughout the school</p> | <p>Revisit procedures</p> | <p>Counselors</p> |

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| <p>MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____ _____ _____ _____</p> | | | |
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|---|--|--|--|
| <p>MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____ _____ _____</p> | | | |
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| Other | | | |

General Summary of Meeting:

Addressed actions that have been implemented to improve student behavior and to reduce suspensions.

MTSS Team Meeting Agenda

Date: March 31, 2015 Site: Valencia Middle School LSC: Jeannette Gabaldon
 Persons present: Ms. Acosta, Dr. Kardell, Mr. Joe, Ms. Kunnie, Ms. Lopez, Ms. Munoz, Mr. Helland, Ms. Monroe, Ms. Weisbrod, Ms. Murrieta

| Task | Notes | | |
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| Review of Discipline Data (Trends present? Appropriate representation? GSRR clarifications? Ideas for improvement?) | Trends: we have many minor aggressive acts, classroom disruptions, defiance or disrespect, inappropriate language, verbal provocations. Appropriate representation: for the month of March we have 41 incidents entered into AZ Safe. Follow the GSRR Ideas for improvement: restorative circles or conferences with students and their families, PBIS incentives, classroom lessons, implementation of 21 st CLCC, teaching empathy, implement health curriculum (decision making, planning), bullying lessons, parenting classes (community strength building), parent connections, La Frontera, practicum students will hold groups with at risk students | | |
| School-Wide Corrective Action | Action Needed | | Person Responsible |
| (What steps need to be taken to improve site discipline based on data review? What best practices were used to improve? Where did these strategies come from?) | We reintroduced our PBIS program, reviewed the school wide matrix, social contracts have been created in each classroom, restorative practices, buddy teachers when students get in trouble, practicum students will hold groups with at risk students, drug and alcohol education/prevention, incoming 6 th graders will be given a passport and form groups. | | Teachers, admin, counselors, LSC |
| PBIS Review | Notes | Action Needed | Responsible |
| (What positive interventions have been used recently? What changes need to be made?) | We reintroduced our PBIS program; raffle free dress; purchase additional materials for the program | We need to have a weekly focus. | Ms. Munoz & Ms. Weisbrod |
| MTSS Behavior (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: <div style="background-color: black; height: 20px; width: 100%;"></div> | <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> continues to leave class without permission, he states that he needs more one on one instruction, we have a behavior contract with him and he isn't fulfilling his end. <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> is currently on long-term suspension. Dr. Kardell will begin testing. She was on medication but dad was not giving it to her. <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> has been in 7 different schools, is still a behavior concern, he was placed on a behavior plan, he has been to tutoring with Ms. Munoz, he has been put into resource class, will refer for testing, | <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> needs to be redirected, more one on one instruction, he needs to rewrite the behavior plan, counseling group is needed (anger management), suggest to parents that he may need to be assessed by the doctor for ADHD <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> will be evaluated <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> will be evaluated. Ms. Monroe will do classroom observations | <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> Teachers, Mrs. Gabaldon will have <div style="background-color: black; width: 100%; height: 1.2em; display: inline-block;"></div> rewrite his behavior plan, Natalie will provide the counseling, Ms. Weisbrod will call mom regarding testing. <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> - Dr. Kardell will contact parents <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 5px;"></div> - Ms. Monroe will observe and have counseling sessions with <div style="background-color: black; width: 100%; height: 1.2em; display: inline-block;"></div> Dr. Kardell will test |

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| | <p>_____ is currently being seen by La Frontera, she had a restorative circle with Ms. Loy, she had been in foster care when she was 6 or 7 due to mom being incarcerated, and is currently on a behavior plan. Ms. Monroe will meet with her for 5 sessions</p> <p>_____ was classified ED. He is receiving outside services and is in foster care. Is currently with a U of A mentor</p> | <p>_____ Ms. Monroe will have 5 sessions. After the sessions, we will meet with La Frontera on her progress.</p> <p>_____ Dr. Kardell will meet with _____.</p> | <p>_____ Ms. Monroe</p> |
| <p>MTSS Academics (Assignment of new students to a case manager, review of students currently being managed) List Students Added to Log: _____</p> | <p>_____ - struggling academic</p> <p>_____ struggling academic, put a plan in place on February 24, if there is no improvement by the next MTSS then he will be tested.</p> <p>_____ has a mentor from the U of A, is going to tutoring, and receives one on one help from Ms. Kunnie</p> <p>_____ was meeting the standards but is not performing academically. Continue with the academic plan</p> <p>_____ mom wants her tested. Teachers are saying that she is not retaining information. Attends Saturday school with Ms. Munoz. Ms. Munoz has to explain a concept several times. _____ will be tested.</p> <p>_____ is truant. Mr. Joe will meet with him</p> <p>_____ is failing her classes. She is struggling in math class. She was SLI. Will be referred to tutoring and Saturday school. Parents are concerned about her.</p> <p>_____ struggling academically, academic contract will be put in place</p> | <p>_____ more one on one instruction</p> <p>_____ Ms. Monroe will observing him, we need authorization from parents, and Natalie will be counseling him</p> <p>_____ continue mentoring and tutoring</p> <p>_____ will be placed on the retention list</p> <p>_____ Dr. Kardell will assess</p> <p>_____ Mr. Joe will meet with him</p> <p>_____ Ms. Monroe will do observation and Dr. Kardell will pull her cum</p> <p>_____ academic contract will be put in place</p> | <p>_____ Teachers</p> <p>_____ Ms. Monroe, Ms. Weisbrod, teachers, and Natalie</p> <p>_____ Ms. Munoz for tutoring, U of A mentor, Ms. Kunnie for one on one help.</p> <p>_____ teachers and counselor</p> <p>_____ Dr. Kardell will assess</p> <p>_____ Mr. Joe will meet with him</p> <p>_____ Ms. Monroe will do observation and Dr. Kardell will pull her cum</p> <p>_____ Gabaldon will put an academic plan in place</p> |
| <p>Other</p> | | | |

General Summary of Meeting: _____