

**Minutes**  
**STATON ELEMENTARY SCHOOL**  
**School Organizational Team Meeting**  
**Staton ES – Staton Library**

**Wednesday, December 14, 2022**

**School Organizational Team Members:**

- Jaymi Clemens – Principal
- Kim Crowe – Assistant Principal
- Robert Hollowood, Science Teacher
- Jillian Wichman, Read By Grade 3 Strategist
- Julie Hosea, Office Manager
- Brian Cook, Parent
- Aubany Glancz, Parent
- Emily Nelson, Parent

This meeting agenda is posted publicly on the school website at [www.statonelementary.com](http://www.statonelementary.com).

The School Organizational Team may take items on the agenda out of order; may combine two or more agenda items for consideration; and may remove an item from the agenda or delay discussion relating to items on the agenda at any time.

Speakers wishing to speak during the public comment period for this meeting may sign up immediately prior to the beginning of the meeting. Speakers will be called in the order in which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing.

It is asked that speakers be respectful to each other, Team members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.

**Team Norms and Meeting Procedures**

- Four members must be present in order for there to be a quorum so that a vote may be held.
- Members may submit their opinion/perspective if they are unable to attend the meeting, but may not vote unless present.
- Robert's Rules of Order and round table discussion will be utilized allowing everyone to comment before anyone has a second chance to speak.
- We will use consensus building strategies as we see fit and will not have side bar conversations.
- Team expectations include the following:
  - We will consider the best interest of all kids and grades at Staton Elementary
  - We will show members common respect
  - We will strive to not take things personally or make them personal during discussions
  - We will keep it positive and professional
  - We will look at the "Big Picture" and consider the future of Staton Elementary and its future students
  - We will keep an open mind
  - We will support the decision of the team

**1.0 Welcome & Roll Call**

Meeting called to order by R. Hollywood at 3:35pm

Members present: Jaymi Clemens, Kim Crowe, Robert Hollowood, Jillian Wichman, Julie Hosea, Brian Cook, Aubany Glancz, Emily Nelson

**2.0 Old Items**

- 2.1 Approve Minutes from November 9, 2022 Meeting
- 2.2 Motion made by B. Cook; seconded by A. Glancz

### 3.0 New Items

#### 3.1 MAP data

- 3.1.1 Preliminary data shared by K. Crowe (assessment window is still open in CCSD)
- 3.1.2 Grade-Level Mean RIT = national mean RIT
- 3.1.3 Mean RIT Score = Staton grade level mean RIT
- 3.1.4 K. Crowe reviewed K-5 comparisons of national vs Staton mean RIT scores in reading and math
  - 3.1.4.1 Staton exceeds national mean RIT in all grade levels in both reading and math
  - 3.1.4.2 3-5 students take the science MAP assessment; Staton exceeded national average RIT in all three grade levels
  - 3.1.4.3 When the window closes, student growth can be evaluated and comparisons with district mean RIT scores will also be presented (January SOT meeting)

#### 3.2 Instructional Rounds Data

- 3.2.1 Instructional round data shared by K. Crowe
  - 3.2.1.1 N/A on each graph of data presented means it was not observed during the brief time teachers were visiting the classroom
  - 3.2.1.2 DOK level observations split into K-2 data and 3-5 data (K-2 tasks are more common in the primary grades)
    - 3.2.1.2.1 J. Clemens added that additional professional development will be given to teachers on DOK level questioning and tasks to help improve in this area; K. Crowe told team that each teacher was given a DOK poster for reference and guidance when teaching
  - 3.2.1.3 Students using academic discourse clarified for team
    - 3.2.1.3.1 Procedures in place for productive struggle > what have teachers done to help students not consistently have to seek teacher help as their "go to"
  - 3.2.1.4 Tools for self-monitoring > how students know how their doing or monitor themselves
  - 3.2.1.5 Teacher facilitating instead of rescuing > J. Clemens clarified that the instructional rounds were 16 random classrooms for only a 15-minute snapshot of time
  - 3.2.1.6 Another set of instructional rounds will occur in January with different staff members chosen by each grade level

### 4.0 Public Comment Period: 10 minutes maximum allotted

Meeting adjourned at 4:06pm

**Next Meeting:** January 18, 2022