

Sept. 7, 2007 SEEDS Planning Committee

SEEDS Elementary Goals:

- improve reading vocabulary and reading comprehension student achievement, decreasing the gender (males – Fgt. NV), IEP/non-IEP, and free & reduced/non-free & reduced gaps
- improve efficiency and accuracy in math problem solving, concepts, & estimation

SEEDS Secondary Goal:

- improve reading comprehension student achievement & decrease the gender (males), IEP/non-IEP, and free & reduced/non-free & reduced gaps

SEEDS Dates 2007-2008: Sept. 12, Nov. 14, Jan. 28, Jan. 30(snow), March 12, Mar. 19 (snow)

SEEDS Elementary Reading Comprehension & Math Leadership Team Meetings (joint meetings)

September 5, 12:30 – 3:30 Shen AEA

Nov. 1, 9:00 – 3:30 – Shen AEA (need to change)

Jan. 18, 9:00 – 3:30 – Shen AEA

Feb. 28, 9:00 – 3:30 - Shen AEA (need to change)

May 13, 9:00 – 3:30 – Shen AEA

SEEDS Secondary Data Analysis Team Meetings

Oct. 8, 9:00 – 3:30 at Shen AEA

Dec. 10, 9:00 – 3:30 at Shen AEA

Feb. 25, 9:00 – 3:30 at Shen AEA

April 22 9:00 – 3:30 at Shenandoah Safety Center

SEEDS Secondary Trainers Team Meetings

August 30 – 9:00 – 3:30 in Glenwood-location TBD

Oct. 9 – 9:00 – 3:30 at Shen AEA

Dec. 11 – 9:00 – 3:30 at Shen AEA

Feb. 26 – 9:00 – 3:30 at Shen AEA

April 22, 9:00 – 3:30 at Shenandoah Safety Center

SEEDS Planning Committee (Administrators)

All Meetings 9 – noon at Shenandoah AEA

Sept 7

Nov. 5

Jan. 22

March 10

May 20

June 9

Ground Rules:

- Develop and review the agenda
- Develop conditions of respect, acceptance, trust, and caring
- Conduct one piece of business at a time – focus here for today
- Start on time
- Reach decisions by consensus

- Support . . . challenge . . . counter. Differences resolved constructively lead to creative problem solving.
- Assign follow-up actions and responsibilities

Goals:

- Develop awareness of leadership teams’ activities and recommendations
- Finalize SEEDS plans for Day 1
- Make decisions about SEEDS resources
- Decide if SEEDS will use the Teacher to Teacher presenters for Day 2

Agenda:

- Opening
- August Planning Committee notes
- Review leadership team notes
- Review and refine Plans for Day 1:
 - Reading
 - Math
 - Instructional Strategies
 [including collaboration handout from Sandy (plus bookmarks, posters, labels) and need for 3:15 structure and leaders]
- Resources: *Explaining Reading, Subjects Matter*, thumbdrives?
- Elementary Leadership Team Date Changes: Nov. 1 and Feb. 28
- Teacher to Teacher Presentations for Day 2
- Other?

Those present: Carma M, Sue K, Tera S, Heidi S, Darlene V, Ron I, Deb T, Dennis M, Heidi S, Allen S, Jay L, Sandy H

Agenda Item	Discussion	Action
Opening		
August Meeting Notes	See Attached notes	
Review leadership team notes	See Leadership Team Notes <ul style="list-style-type: none"> • What are we doing well? • What do we need to improve? Looked at collaboration log for teachers to use locally to record minutes from team meetings	Carma will order: 2 posters and 25 bookmarks for Essex; 33 Bookmarks and 2 posters for East Mills/Nishna Valley, Farragut wants 35 bookmarks and 1 poster; 20 bookmarks South Page; 30 bookmarks and 2 posters for Stanton; posters for SEEDS day; Total: 6 posters 150

		bookmarks
Day 1 Plans - Reading	See schedule and notes Sue handed out	Moved SEEDS web page demo and scavenger hunt to 9:00 am for elementary; Welcome by Mr. Lutt at 8:20
Day 1 Plans – Math	See schedule and notes Tera handed out	
Day 1 Plans – Sec Instructional Strategies	See schedule and notes from Trudy	Carma will contact Deanna and ask if participants can check materials out on September 12. (They can) Secondary teachers released at 3:15 and elementary at 3:20. Can leave when task is completed. Evaluation will be handed out at morning sign-in.
Resources		Will purchase 2 copies of Explaining Reading by Gerald Duffy, 2003 (from Kelli B?) for Farragut and 2 for Nishna Valley. 2 per district of Subjects Matters. Mary Ann suggested that each district purchase thumbdrives. Mr. Lutt checked on cost - \$3 per flash drive.
Date changes – Elem Ldrship Teams	Oct. 31 or Nov. 2 and Feb. 27	Moved elem leadership meetings to Oct 24 and Feb 27 – Darlene will check with Nishna Valley/East Mills
Quick Topic		Secondary Trainers will pilot. Elem math is not interested at this time. Elem reading will discuss at next meeting.
Teacher to Teacher Opportunity	Mr. Lutt explained how the USDOE is offering Farragut and SEEDS an opportunity to use rural schools grant \$ for SEEDS	

	<p>presenters from the Teacher to Teacher initiative. Farragut is to provide the site and food. The grant covers transportation, presenters' fee, lodging. The hope is that this could occur on Nov. 14 and that the presentations would align with current SEEDS goal. He has not heard back yet with any information. Will need to have additional content provided on that day because presenters will provide a half-day.</p>	