

Partnership for Community Learning Centers
Design Team Meeting
January 24, 2005

Present: Sharon Gillespie, Lori Ragsdale, Phyllis Stewart, Roy Rowe, José Boza, Phyllis Childs, Karen Baynes, Tim Johnson, Monica De Loach, Ginger Jewell, Jenny Penney Oliver, Sandra Bland, Janet Martin, Janie Voss Jackie Saindon, Pam Paisley, JoBeth Allen, Bridget Williams, and, Barbara Benson

Guests: Erika Douglas (Gaines teacher) and Tom Wyatt (Chamber of Commerce)

Executive Summary:

- Discussion continues about the balanced calendar at the Partnership schools and a proposal is expected to go to the BOE Agenda Setting meeting on 2/3/05.
- Discussion and focus on how to best utilize the evaluation information gleaned from the November, 2004 Partnership retreat. Action Teams will be formed around issues/topics and teachers, community members, parents, and Design Team members will be encouraged to participate.
- Education Summit a success. Evaluation/strategy information to be shared once compiled.
- Intersession planning is well underway for March and registration has begun at both schools.

Announcements:

The Drama Club at Gaines Elementary is performing a play for Black History month on Feb 17 at 6:00 at Cedar Shoals High School.

Chase is planning several activities to celebrate Black History Month. An assembly is scheduled for February 18th.

CALENDAR:

Discussion about the calendar for the Partnership schools continues at each school. The Board of Education has an agenda setting meeting on Feb 3 and the next week a board meeting. Jose expects the calendar for the Partnership schools will be part of those meetings. Lori and Erika, calendar committee co-chairs said there will be a faculty meeting on Wednesday at each school to get more input from the teachers. Focus groups, parent breakfasts, and a survey are being used to get input from the parents.

When asked, neither principal was able to point directly to the calendar as a reason families give for leaving their school. Phyllis Stewart said that she had not heard any negative comments from parents and many of the parents attending the recent meeting about the calendar have been at Gaines all three years of the balanced calendar.

The school board approved the calendar for the district for the next two years. However, the district is forming a group to study different calendar options (similar to the process the Partnership Calendar Action Team used) and how the calendar is connected to student

achievement. The group is expected to form in the next two months. It was suggested that the district's "Time Committee" be involved in this group. They have already worked together as a group.

Per a meeting with the Superintendent in December, 2004, he is agreeable to the possibility of other schools volunteering to become involved in the balanced calendar for 2006-07 year. Clearly more conversation in the district would need to occur about that possibility, and may be informed by the study committee being formed.

RETREAT

Jose reported that the wonderful retreat in November has spawned the district wide April 25 "Celebration of Teaching and Learning". A similar format as was used in the Partnership retreat will be used for the district retreat.

Jose led a review and discussion of the Executive Summary that came from the retreat. What are the next steps for this process? What steps will move us into action?

1. Family engagement was a focus. Pulling a group together to decide what issues that we want to address with family engagement.
2. Language/literacy coaches
3. Math coaches. Part-time at Chase, full-time at Gaines. Discussions about what to do next.
4. Professional learning for teachers and parents.
5. New Visions: expansion of the partnership. We want more parents involved.
- 6.

How do we prioritize?

Issues/brainstorming: Some things will require money from the school district and we can't control. What items can move us forward that do not require funds? Who else is/should be involved? (Transportation?) Perhaps ACC bus system could waive fees for transportation to school events?

Master plan:

1. Form action teams—need action oriented teams to form now to deepen the work from the retreat.
2. Action Teams should be broadly formed from teachers/staff in the schools, parents/family members, Design Team members, community representatives.
3. Steps for Action Team: to prioritize the steps and identify resources available and needed.
4. Action Teams to create proposal for how to proceed – strategic approach as well as identify how the strategies identified for the Partnership schools can and could be broadened to other schools and the district at large.
5. Tim Johnson and Karen Baynes volunteered to draft a letter to be sent to families at both schools describing the goal and the process to be used, and encouraging involvement.
6. Jenny will work with the information for the different "table talks" at the retreat and create a new, condensed document for each Action Team.

7. Explore with schools their desire to use existing teams (e.g. Literacy teams at Gaines/Literacy Leadership Team at Chase) to serve as the organizing structure for the Action Teams.
8. Explore using February and/or March Design Team meeting time as work time for Action Teams. Perhaps begin the meeting at 3:00 PM and invite parents to attend. Consider meeting at one of the schools.

Volunteers from Design Team so far:

1. Family Engagement Action Team: Karen Baynes, Pam Paisley, Phyllis Childs, Tim Johnson, Sandra Bland, Janet Martin
2. Reading/Literacy Action Team: JoBeth Allen, Jackie Saindon
3. Math Action Team:
4. Curriculum integration and professional development/collaboration: Monica DeLoach
5. New Visions: Karen Baynes, Janie Voss, Jenny Penney Oliver

Education Summit

Tim Johnson (and others who participated – Karen, Jose, Jenny, Jackie) updated the Design Team on the recent summit. Good turnout - between 80-100 people there total. The event included the *Welcome to the State of Poverty* simulation, Neal Shorthouse (Communities and Schools) spoke, school district provided data on standardized tests, high school principals shared dropout information and strategies in place to combat this, and high school student spoke about dropping out and coming back to school. Issues from Friday's brainstorming organized into common categories and then on Saturday strategy teams worked with the information to determine what teams will do as far as follow up and then teams reported to the whole group. Tim will type up notes and send to the Partnership list serve. Evaluation: No negative checks and many people said that they would participate next year and on follow up meetings.

Intercession

Scholarships needed at Chase Street (39 registered so far, most for both weeks) and Gaines. Waiting list of 28 for more families. \$400 still needed for scholarships at each school. Jenny agreed to send an email to encourage support from Design Team and College of Education.

Sharon reported that the programming is coming along well for the March Intercession. We have been given 100 tickets to the Atlanta Zoo. Another focus is environmental education and different cultures. Cultural student organizations from UGA have already agreed to be involved. It will be a great week!

The meeting adjourned after 5:00 PM with much thanks for another good discussion!