

STAFF MEETING AGENDA

MAY 1, 2015

1. Budget & Purchase Orders – let me know of any items that have not arrived – July Orders
2. Student, Laptop, Faculty, Activities Handbook changes and additions
3. Summer School
4. Seniors End of Year Procedures and Graduation (notify us of any senior problems) Last Day Wednesday, May 13 at 11:24 Graduation May 16 2:00 PM (please be here by 1:45)
5. Student Learning Objectives (SLO) final sign off
6. Professional Development and AdvancED (Pages 3-5)
7. End of year surveys – May 7 Advisory Day (except for seniors)
8. 8th grade transition day – May 7
9. 2015 – 2016 Scheduling – you have access on Campus – students will get schedules on May 7
10. End of School Year – Semester Tests – Computer Check in
11. Dual Credit for juniors and seniors
12. Honors Night – Monday, May 11 6:30 pm
13. Safety Items
14. Student and Staff (Page 2) checkout sheets
15. Middle School One:One
16. Anything I have forgot.....
17. Weekly Articles

Comments for the GOOD of the cause

NEXT STAFF MEETING – AUGUST 24 10:00 AM

“When students graduate from my high school, I want them to be able to answer two key questions: What do I do well? And what do I love to do?” ~Edward Bouquillon

“Giving someone time-management advice like ‘work smarter, not harder’ is the same as giving someone weight-loss advice like ‘eat fewer calories than you burn’ – accurate but useless. It’s not surprising, then, that in both weight loss and personal productivity we are prone to look for quick fixes, the ‘one weird trick’ that will make everything fall into place. But there are no quick fixes on either front. You just have to go back to the accurate but useless advice, figure out how to make it useful for you, and then do it.”

~Malanie Nelson in “Productivity Takes Work” in *The Chronicle of Higher Education*

Teacher Year End Checkout - 2015

Final Grades exported to the Guidance Office (Have Renee check/initial)	
All Items in classroom stored	
Any room repair needs reported to Jeff (have Jeff initial)	
Student books checked in - report damaged & lost books to Robi or Pam	
Report any fines to Robi or Pam (Robi or Pam initial)	
SLO completed	
All equipment stored and unplugged	
Library materials returned (Alyssa Adams initial)	
Computer kept or checked in?	
Please make sure you check school email over the summer	

Summer Address

Name:

Address:

Phone:

Cell Phone:

HAVE A GREAT SUMMER!!

Professional Development Plan Spearfish School District-2015-2016

August 13-14 2015		New Teacher Orientation	Pearson Training K-5 Aug. 13 @ 8:00-11:00
August 24-25, 2015		All Staff	Pre-School Inservice Pearson Training 9-12 Aug. 25 @8:30-11:30.
September 18, 2015	Full Day (No School)	All Staff	Data Retreat
		TIE Provided Staff Development (2 days)	Foundational Reading Skills (Day 3)
			Orientation to SLOs (For new teachers)
October 7, 2015	Early Release (1:00)	Staff Development	K-12 Curriculum Dept. Meetings
November 4, 2015	Early Release (1:00)	Staff Development	Building Plan
December 2, 2015	Early Release (1:00)	Staff Development	K-12 Curriculum Dept. Meetings
January 15, 2016 February 12, 2016	Full Day (No School)	TIE Provided Professional Development (8 days)	Higher Order Thinking: Webb Leveling (E1)
			Foundational Reading
			Literacy Integration (1 day)
			Creating High Quality Assessments (1 day)
			Socratic Seminars for Student Engagement (1 day)
			Teachers: Dig Deep into Student Engagement Infused with Technology (1 day)
		School Sponsored PD	Pearson Math- Middle School
February 3, 2016	Early Release (1:00)	Staff Development	Building Plan
March 2, 2016	Early Release (1:00)	Staff Development	K-12 Curriculum Dept. Meetings
April 13, 2016	Early Release (1:00)	Staff Development	Building Plan

**High School – Professional Development Plan
2015-2016**

Date	Time	Group	Topics & Goals
August 24	10:00 – 12:00	High School Staff	Full staff meeting with various topics
	1:00 – 3:30		Individual classroom activities and work – SLO meetings
August 25	8:30 – 11:30	High School Math Staff	Pearson Math Presentation
	11:30 – 12:45	District Staff	SFPE Lunch at City Park
	1:00 – 2:00	High School Staff	School Safety presentation and meeting
	2:00 – 3:30	AdvancED Meetings	Finalize items for current year
September 18	8:00 – 3:30	High School Staff	Data Retreat: Presentation/Disaggregation new Smarter Balance Data
October 7	1:15 – 3:30	K - 12 Staff	K – 12 curriculum development activities
November 4	1:15 – 3:30	High School Staff	Open for building level curriculum development activities
December 2	1:15 – 3:30	K – 12 Staff	K – 12 curriculum development activities
January 15		High School Staff & District Staff	District Breakout Sessions DOE menu of items <ul style="list-style-type: none"> • Webb Leveling (questioning & assessment) • Creating High Quality Assessments (1 day) • Literacy Integration (1 day) • Fractions, Decimals & Percent • Foundational Reading • Socratic Seminars for Student Engagement (1 day) • Engagement Infused with Technology (1 day)

February 3	1:15 – 3:30	High School Staff	Open for building level curriculum development activities
February 12	8:15 – 11:30 12:30 – 3:15	High School Staff & District Staff	<p>District Breakout Sessions DOE menu of items (follow up from January 15)</p> <ul style="list-style-type: none"> • Webb Leveling (questioning & assessment) • Creating High Quality Assessments (same as 1/15) • Literacy Integration (same as 1/15) • Fractions, Decimals & Percent • Foundational Reading • Socratic Seminars for Student Engagement (1 day) • Engagement Infused with Technology (1 day)
March 2	1:15 – 3:30	K – 12 Staff	K – 12 curriculum development activities
April 13	1:15 – 3:30	High School Staff	<p>AdvancED Goal Setting for 2016-2017 school year</p> <p>Professional Development Schedule for 2016-2017</p> <p>Open for building level curriculum development activities</p>