***Agenda***

***June 29th, 2010***

***(1:00 p.m.)***

**1. Review PLC Norms**

*This will be on a future agenda. No copies were easily accessible during this time.*

**2. Review tests for beginning of the year:**

* 1. **Math Placement**

*-Give the* ***math placement test on******Friday, August 20****. Get scores to Joy ASAP.*

*-Test should be read aloud to all students.*

* 1. **Math Intervention**

**i. When will we start?**

**ii. What concept/skill will we start with?**

*-First intervention group will be on addition and subtraction.*

*-Charity will revise last year’s test and distribute to the teachers.*

*-****Give the test some time between August 23-25*** *(this could change) so that groups can be formed.*

*-Interventions will tentatively start* ***August 30****.*

*-Intervention will be Mon-Thurs from 3:00-3:20 for all of fourth grade.*

*-We will refer to this time of the day as Math Mania.*

* 1. **Math Facts – Timed**

*-Charity will distribute addition and subtraction basic fact tests to teachers.*

*-Students will be timed for 2 minutes.*

*-Students need to answer 40 problems with 95% accuracy in order to pass.*

*-If students don’t pass, they will receive practice for homework each evening to do until they pass. Parents will be notified of the extra practice students will be required to do if they don’t know these basic facts.*

*-Addition test should be given on* ***September 10****.*

*-Subtraction test should be given on* ***October 1****.*

* 1. **Reading Placement Test**

*-We read over the reading test that was created and decided the placement test needed to be trimmed down. Kara will trim the test down and distribute the final test to all teachers.*

*-Test will be given over a 3-day period (Mon-Wed)* ***August 23-25****.*

*-The directions at the top of each page for the test should be read aloud before students take the test so that all students understand the directions for taking the test.*

*-No other parts of the test can be read to the students.*

* 1. **Reading: Unit 1 and Weekly tests**

*-Week 1 test will not be given as a formal assessment. This test should be done as a class in order for teachers to teach their students test taking strategies.*

*-We will teach the first two steps of RAFT, Restate and Answer the question.*

*-Two volunteers will write a good example of what restating and answering a question should look like. We will all use this example to model for our students how to restate and answer an extended response question.*

**3. Reading Intervention Times**

**a. Assign names to schedule**

*-Schwartz, Miller, Olson, Bertellotti – 9:10 – 10:10*

*-Schutt, Turner, Haddock, Willett – 2:30 – 3:00*

*-Cassandra, her aide, and Natalie will be used during this time also in order to form small class sizes.*

*-We also wanted a name to refer to for this time also. A possibility in the works is Rock n’ Reading.*

**b. Discuss when to start interventions**

*-Interventions will be done Mon-Fri.*

*-We will begin* ***Monday, August 30****.*

*-Groups will be determined after the reading test is given and scored in order to determine the groups that need to be formed.*

*-Students will be divided within pods.*

**c. What will interventions look like?**

*-This is still to be determined based on what the needs of our students will be.*

**i. Bring materials to use for Reading Intervention specifically for: story element, making connections to text and self, and character traits**

*-Teachers should start collecting resources that could be used during reading intervention time that cover the skills listed above.*

*-A possible resource will be the science leveled readers for the more gifted readers.*

**ii. Review Reading Strategies**

**\*QAR**

**\*VIP (Shelley, please bring a copy to the meeting.)**

**4. Writing:**

**a. Do we want the handwriting books this year?**

*-Some teachers are ordering handwriting books and some will make copies from black line masters as they need them.*

*-Jane shared a website that we can use that allows teaches to customize their handwriting practice. For example teachers could use their spelling list for cursive practice.*

*-Jane shared a Zaner-Bloser website that can be used to customize cursive writing practice.*

**b. Writing Rubric (Jane)**

*Jane will email the writing rubrics. Each teacher should look them over. If anyone thinks of anything that should be changed, please let Jane know.*

1. **Discuss I Can statements: How do we use them in our classroom?**

*-Teachers should display “I Can” statements for all students to see on a daily basis.*

*-Teachers display “I Can” statements in a variety of ways.*

*-Teachers refer to the “I Can” statements on a daily basis to reinforce lesson objectives.*

*-Some teachers use them more in reading and/or math and some teachers use them in all subjects.*

**6. Social Studies (Please bring Soc. St. book.)**

* 1. **Discuss what worked and didn’t work**
  2. **Set up timeline for Unit 1 (1st Quarter)**

*-Start with unit 2, then do unit 1 in order to teach the geography before the historical events.*

*-Teach the sequence and differences between continent, country, state, city. If you want to get creative, fit county in too! ☺*

*-Classrooms should try to set up a visual timeline somewhere in the room that can be referred to and added to as teachers move through this unit 1.*

*-Assessment is still to be determined. It may be more of a performance assessment instead of recalling historical details.*

* 1. **What are the 8-10 essentials????(PLC)**

**7. Beginning of the year info.**

* 1. **Review: Back to School letter**
  2. **Discuss adding info. about enrichment for reading and math**
  3. **Discuss adding info about Social Studies and Science grades.**

*-Sue will revise the back to school letter.*

*-We will add information regarding reading and math enrichment, science and socials studies being taught by quarter, reading log, math fact expectations, and incomplete homework consequences.*

* 1. **Homework:** 
     1. **Math Facts**

*-Students will receive additional math fact practice for homework if they do not pass the two minutes timings for addition and subtraction. They will only have this additional homework until they pass their tests.*

* + 1. **Reading Log**

*-We will be sending home a reading log to be done 5 nights a week. Students will be asked to read for at least 20 minutes and need to apply a reading strategy.*

*-Logs will be worth 5 pts.*

* + - 1. **Reading with purpose (Connect skill to Reading Intervention?)**
      2. **How can we effectively use it for kids to buy in?**
      3. **How to grade it?**

**8. Portfolios**

1. **Other?????**

*-Charity shared and created a Wiki for the fourth grade team to share and post ideas with one another. Future meeting notes will be posted instead of emailed.*