

Ipswich Public Schools Meeting Agenda 2024-2025

Group Name: Paul F. Doyon Memorial School

Meeting Date: School Council Meeting, January 15, 2025

Time: 5:30 - 6:30 PM

Meeting Location: [Zoom](#)

Attendees: Doyon School Council
Facilitator: Learning Community

COMMUNITY AGREEMENTS:

- Pause
- Paraphrase
- Put inquiry at the center
- Probe for specificity
- Engage all voices
- Pay attention to self and others
- Presume positive intentions
- Build on the strengths each participant brings

MEETING OBJECTIVES:

- Review 2024-2025 Budget Process & Updates;
- Discuss CARES Progress at School;
- Complete Mid-Year Curriculum Update;
- Review Topics by Council.

TO PREPARE FOR THIS MEETING, PLEASE:

- Review meeting objectives!

Schedule

TIME	MINUTES	ACTIVITY
5:30 PM	5	Welcome, Agenda Review & Connections, Interim Principal's Update
5:35 PM	5	Review Norms
5:40	50	Topics • Budget Updates ◦ Student and Staffing Projections; ◦ Programmatic Needs; ◦ Capital Requests. • CARES Update • Curriculum Update • Topics Brought Forward by Council
		Next steps and agenda; exit tickets/feedback on today's meeting Upcoming Meetings: • December 18 - In-Person (Library) • January 15 - Zoom • February 12 - In-Person (Library) • March 19 - Zoom • April 16 - In-Person (Library) • May 21 - Zoom

Meeting Notes:

Mr. Mullen opened the meeting at 5:30 PM. We began with grade-level updates:

- **Grade 1:** Students are acclimating to our programming after the return from break. Teachers are excited about the chunk of time available for instruction and learning.
- **Grade 3:** Students are making progress; Change is Simple is coming for a second visit this week, and High Street Dance Studios is holding their second mini movement workshop.

Mr. Mullen provided a staffing update:

- We are hiring another social worker to support student needs. This staff member is replacing a special educator in our building in terms of personnel. The position is posted and just waiting for someone to be hired.

School culture updates:

- A C.A.R.E.S. poster has been posted in the lobby for parents/visitors to know what we are focusing on.
- Ivy the Dog came with her owner to discuss overcoming struggles and perseverance.

Budget Update:

- Teachers provided feedback on the building based budget and administration has looked through class sizes, staffing, and upcoming curricular expenses.
- First grade is a large grade of students, Adam has proposed funding set aside for an additional teacher for a bubble class. This could also be allocated for general education paraeducators versus special education paraeducators.
 - Does this class size warrant an additional section, or do we need general, Tier 2/Tier 3 support across the building?
- Wit & Wisdom is a more expensive program, money is being allocated for that.
- Utilities: Lights outside are needed, boilers need to be working, additional room for additional administrators.

C.A.R.E.S.

- This year, continue with the roll out.
- Next year, we can consider further implementation, such as a C.A.R.E.S. student of the month or different classroom curriculums.
- C.A.R.E.S. is based on Responsive Classroom, and has been used in classrooms historically - this is a push to make it more visual around the building and transfer skills to unstructured times.

Wit & Wisdom update:

- **Grade 3:** Beginning module 2; student writing has improved a lot since the switch, but we are trying to implement more time on text for individual students, as the module text is too high level, but also very short.

- **Grade 1:** Beginning module 2; Students are doing well with the longer block of ELA. They are able to refer back to older lessons and they are contributing when they are able to. First grade is using Geodes (decodables related to module topics). Students are exhibiting higher level thinking throughout the module, which keeps them focused.

Preschool update:

- Focusing on letter formations in Foundations.
- Discussing characters, making connections, and making predictions from read-alouds.

MTSS (Multi-Tiered System of Supports) Process:

- Student Support Team (SST) is made up of the building principal, social worker, math specialist, and reading specialist.
- If a teacher is concerned about a student's academics or social emotional well being, the teacher completes a form for SST to have a meeting with the team.
- At the meeting, the team discusses concerns with the teacher and possible interventions for the concern.
- At the end of each meeting, the next meeting is scheduled for 6-8 weeks later to see progress from the interventions. At the second or third meeting, possible next steps are discussed. This may include continuing the same intervention, a different intervention, special education evaluation, or a discharge from the intervention if progress is made.
- Parents are notified when students are referred to SST, updated after the meeting, and updated throughout the intervention process.
- Parent involvement varies on a case-by-case basis.
- This information may be shared at next year's open house/curriculum night to make families more aware of the process.

Next meeting: 2/12 - Mr. Mullen sent out an email to the school council team to confirm on an in person date.