

Team 7A: Meeting Minutes

Meeting documentation for the 2020 - 2021 school year

Thursday, August 13th

Roles and Responsibilities:

- ☐ **Summa (Team Chair):** HR forms and documentation, locker fee collection, locker distribution, behavior documentation (in addition to IC)
- ☐ **Carby:** STEAM Fee collection, and team meeting documentation

Meet the Teacher Presentation:

- ☐ Add Carby as co-host. Provide an overview of individual presentations
- ☐ Field questions as they are submitted in the chat

Team Schedule:

- ☐ 2-Block schedules with a 60-minute literacy period each day (except Wednesday)
- ☐ Monday & Thursday = Math and Science
- ☐ Tuesday & Friday = English and Social Studies
- ☐ Wednesday = WIN (What I Need); an opportunity for students to request teacher support or meet with their club advisor.
- ☐ Locker break during HR, after Connections, and during Literacy. After literacy, students switch to Block 2 with their bookbags.
- ☐ Students can go to the bathrooms on an individual basis.
- ☐ Sanitize desks BEFORE students switch to Block 2.

Literacy:

- ☐ Decided to participate in Science Fair for the first semester. Daily literacy period will be an opportunity for Summa's literacy class to engage in Science Fair activities.
- ☐ Carby's Literacy class will engage in mini-STEAM activities and support Summa's science fair students with math and language arts advisement.
 - ☐ T-Shirt Design Competition, GASTC, Book Creator, Lexus-Eco Challenge, etc..

Wednesday, August 19th

Bi-Weekly Meetings

- ☐ Mondays @ 8:30 for Team Meetings (1st and 3rd of the month)

Group A Debrief:

- ★ Summa: 2nd half of the day feels shorter
- ★ Smaller classes move faster. Use
- ★ Accelerated Math switch for Kamilah Omar, to be in Carby's HR
- ★ Lunch, dismissal and connections transitions went well.

- ★ Team mask-up breaks will happen on Tuesdays or Fridays right after-lunch
- ★ Summa offers mask-breaks during science class.
- ★ Summa sent home a collaboration survey that asked parents if they have concerns about group-collaboration activities.
 - Parents will follow-up with Summa if they have specific concerns and will notify parents everyone completes the survey.

Dismissal Sanitation:

- ☐ Summa cleans while students are lined up in her room
- ☐ Carby cleans one-by-one and dismisses as student desks are cleaned.

Lockers:

- ☐ Mostly distributed to Group A: (4 students left that did not pay)

HR Documentation

- ☐ Five photo/video opt-outs.
- ☐ Summa sent home documentation for students that lacked necessary documentation
- ☐ Next week Summa will follow-up with personal phone calls for students to bring back forms.
- ☐ Carby needs to supply the initial masks provided by the district. Summa has back-up masks just in-case

Literacy:

- ☐ **T-Shirt Design Competition:** Individual presentation on **Wednesday, September 2nd** via livestream event
- ☐ **Skype-A-Scientist Event:** Will connect with a scientist that is relevant to the Classification Unit. Field Biologist
 - ☐ November-December talking to medical specialists
 - ☐ Second-Semester: Geneticist
- ☐ After T-Shirt Design competition, students will begin their science fair investigation.

Monday, August 31st

Group A Debrief:

- ★ Collaboration- N. Newton (parent requested to work by herself)
- ★ Photo Opt outs- listed on the Team Spreadsheet- 11 students
- ★ Kendall and Luke: Lacking documentation to turn in
- ★ STEAM Fees - Carby will be update students who have paid (include a link on Schoology for MySchoolBucks)
 - Deadline for fees: October 2nd (\$95.00)
- ★ Noah Lake will stay behind tomorrow during Connections to get him caught up
- ★ Start documentation on Luke Maddox

Literacy:

- ❑ Will add Summa as a Co-Host to the Live Stream event. Live Stream practice on 8/31 and 9/1
- ❑ Separate T-Shirt Competition over two weeks (Group A present on 9/2 and Group B present on 9/9)
- ❑ Share presentation times with Summa so she can add to her literacy class
- ❑ Top 3 from each day will be in the final 6. Students will vote on the final 6 designs.
- ❑ Vote on winning t-shirt designs during HR
- ❑ September 16th will launch the Science Fair by watching Billions in Change (30 minute video)
 - ❑ 5-Hour Energy Drink focused on 3-different inventions (reflection activity using outlines or mind maps)
 - ❑ Summa will use her literacy class for science fair
 - ❑ Carby will use his literacy class to explore GaSTC and/or Lexus Eco Challenge
- ❑ End of the first quarter is approximately October 16th. Still switch literacy courses after the first quarter.

Monday, September 21st

Group A Debrief:

- ★ Carby: Lot of students haven't made STEAM payments
 - Progress monitor - Noah, Grant
 - At-HOME Work - Andrew Dawson (will self-quarantine)
 - Will make phone calls about STEAM Payments on Wednesday

Group B Debrief:

- ★ Carby: Lot of students haven't made STEAM payments
 - Progress monitor - Ethan
 - Will make phone call about STEAM payments on Wednesday

Literacy:

- ★ **Summa-** Just getting started with picking a topic and starting research for the science fair. Majority of 6th graders did not do a science fair project- they are starting from scratch.
 - Group B needs to vote on Group B
- ★ **Carby:** I haven't started the next PBL because we needed to complete SRI and STAR Testing. Also, all of the students haven't finalized the voting process to analyze the data and make a final t-shirt design decision.
- ★ Final Decision is to keep our groups for the rest of the first semester.
- ★ Showcase ideas (Science Fair/?):
 - Zoom with another teacher in a different grade level
 - Create break-out rooms for our students to present
 - Create a feedback survey for the kids
 - December?

PTTM Night Presentation:

- ★ Wednesday 9/23- 6 PM
- ★ Reminders about AT-HOME assignments
- ★ Reminders about boundaries when requesting assistance
- ★ Reminders about Grades
- ★ Carby will make the Zoom Link and will invite parents via IC message
 - Carby needs to add Math and ELA [components to the slideshow](#)
- ★ Brief discussion about re-entry plan (field a few parent questions)
- ★ Still waiting on 10-minute video from the front office to include in the slideshow
- ★ We will create a Google Form and use that for parent attendance.

Miscellaneous

- ★ Once 7th-grade students re-enter, we will still have a mask break on Tuesday and Friday
- ★ Skype-A-Scientist (Environmental Science, Medical science, Animal Science, Genetics, and Ecologists)
- ★ Need to establish a “WIN” period for student remediation on Tuesdays and Fridays during 5th-period.

October 5th, 2020

**Group A Debrief:**

- ★ Carby:
- ★ Summa:
 -  New students have missed most of the first units in science and social studies as we were way ahead of the C team. I gave them a transfer grade of 70 and will have them take the Formatives and the Summatives and consider making it exempt if they fail.
 - Have to figure out how to work the Reading Plus for my Tier 2 RTI student.

Group B Debrief:

- ★ Carby:
- ★ Summa:
 - Summa Homeroom group needs much more help than other groups and when combined will very much be a much slower moving group.
- ★ RTI:
 - New Student E.Z.: Also Tier 3 and we will need to meet concerning her with Douthard. She will be doing her Read 180 program in my homeroom.
 - C.B will be doing Reading Plus in homeroom
- ★ Literacy:
 - Summa homeroom is getting into the research portion of the science fair. Would be nice for them to have some **help** writing this and creating a citations page in your literacy class or ELA for a day or two.
 - Directions have exactly what to write

- Have to have 5 different sources
- Using Son of a Citation Machine (APA), or Citefast

★ **Summa-**

- Decided to stop my curriculum and do the science fair for the next 3-4 weeks in science class so that we have at least one group participating in the school fair in November. All students will do the science fair on team 7A.
- For the Next PBL, we will be working on a passion project or a drama project (have not decided). Making an effort into incorporating the arts into STEAM.

★ **Carby:**

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★ **Miscellaneous**

- **Last Week**
 - Email sent home about all work for the 9 weeks being due from Summa and Carby
 - Summa- Not one parent responded
- **This Week**
 - Leadership Wednesday AM 7:45
 - Firedrill Wednesday
- **Next Week**
 - Monday 7th graders go green- 4 days a week.
 - Suicide meeting with Kendrick during literacy. Two separate days for our homerooms.
 - Summa Tuesday
 - Carby Wednesday
 - Wed 16th PBL training all day for follow up Buck Institute.

November 2, 2020

Group A/B Debrief:

★ **Carby:**

- For ACC Math, we've finished our Transformations Unit so a test is on Friday. We'll be making stop-motion videos for a cumulative project. We'll start on Exponents next week.
- For Math 7, we're still in the Integers Unit. We're going to finish the unit in two weeks. I'm still trying to find a PBL activity for this unit, so we'll see. (Summa recommends looking for Math Exemplars)



★ **Summa:**

- Finished science fair- will see who has the best project to send to the library. I do not have any other details
- Starting Cell Unit
- New seating arrangements
- Lab may have to be done differently for Summa Homeroom- Having a problem following directions, listening and lab safety.

★ **Literacy:**

- Summa- Reading- possibly book circles?
- Carby: NPR Podcast Challenge, Coding for CS EdWeek, Sphero Challenges, and second semester we'll explore more Sphero activities.

★ **Summa-**

- Last day before Thanksgiving Break 23rd, 24th "STEAM DAY"
 - Turkey Stories (POV and Dialogue)
 - Outside Kickball
 - Coordinate Grid
 - Science? (leaves observations)
 - SS connection?

★ **Miscellaneous**

- D. Lockett - Placed in Math Support (w/Burks) and is doing Reading Plus during HR. Concerned about mental health. Maybe speak to Mr. Kendrick?

Group A/B Debrief: November 16, 2020

★ **Carby:**

- ACC Math: Started the exponents unit and we will discuss scientific notation.
- Math 7: Integers Unit Test on Wednesday. Will start the probability unit this week.



★ **Summa:**

- Will finish the cell unit this Friday- no work over the break
- Will finish the Middle East history unit next Monday- no work over the break

★ **Literacy:**

- Summa- Reading-
 - November silent reading
 - December Book Circle- Book Trailer PBL
 - How can we count books that do not have a reading counts test? Look up numbers and give to Carby so kids get credit for words.
- Carby: NPR Podcast Challenge, Coding for CS EdWeek, Sphero Challenges, and second semester we'll explore more Sphero activities.

★ **Summa-**

- Last day before Thanksgiving Break 23rd, 24th "STEAM DAY"
 - 10:05-11:00- Half of Osmosis Jones
 - 11:00-12:00- Tower Engineering Task and lunch
 - 12:00-1:00- Turkey Stories (writing and reading some)
 - Narrative POV practice (assignment in Schoology)
 - 1:00-2:00- math activity?

- Probability Sampling (w/food and snacks)
 - (assignment in Schoology)
- Making Populations Inferences (using temperature data collected from Summa)
- 2:00-3:10- Last of the movie Osmosis Jones

★ **Miscellaneous**

- **King Virtual Tour (15 min video)**
- Summa reached out to the counselors about Shane Sargent.
- Zion is inconsistent with Reading Plus but she is making more effort in class.
- Kamilah Omar has returned after quarantining for 10 days. We'll be lenient with her make-up work.
- Carby - Will contact parents of failing students for ELA and Math. Literacy will function as WIN time so students can catch up.

Group A/B Debrief: December 14, 2020

★ Carby:

- ACC Math: End of Exponents Unit. Will have a Unit Test today or tomorrow.
- Math 7: End of Probability Unit. Will have a Unit Test on Thursday.



★ Summa:

- Will finish the Human Body unit this Wednesday- no work over the break
- Will finish the Middle East Government and Economics Thursday - no work over the break
- Reflections- This group is not good with time management, group projects, or labs

★ Literacy:

- Summa- Reading-
 - Book circles went ok- all but 2 books had a reading counts quiz, some students did not really finish the book- they did not have the attention span to finish. Had to end up reading silently because they were not focused while reading out loud.
- Carby - Coding
 - We finished our NPR Student Podcasts and now students have completed their Introduction to Python Course on CodeCombat.org to celebrate Computer Science Education Week.

★ Summa-

- Last day before Christmas Break 12/18 "STEAM DAY"
 - STEAM DAY Schedule ([Chart of STEAM groups](#))
 - Block One 10:15-12:50
 - Block Two 12:50-2:10
 - Get Together 2:15-3:10 (all meeting in the cafeteria)
 - Activities:
 - Summa
 - Protect the Pill Lab (winner announced at the get together)
 - Story Time/Creative Writing- "Twas the Day Before Break" (sharing at the get together)
 - Carby (classes in the media center)
 - Games- calculating board game probability (in the media center)
 - Get Together
 - STEAM PIC
 - Protect the Pill winners
 - Creative writing share
 - Snacks

★ Miscellaneous

- **King Virtual Tour (15 min video)- To show in Jan**
- Kamilah Omar has returned after quarantining for 10 days. We'll be lenient with her make-up work- did not make up one single item. She is failing now.???

Called mom and the student told her that all missing work was complete.

- Two kids are going virtual- Ashley H and Derricka
- We are getting four Team B STEAM virtual students starting in Jan.
- Switching Homeroom and literacy classes in Jan- Hearn making the changes in IC.

Group A/B Debrief: 1/11/2021

★ Carby:

- **ACC Math:** Started the Geometric Applications with Exponents Unit. Will start on the Pythagorean Theorem this week.
- **Math 7:** Started the Expressions and Equations Unit. Will start on Evaluating Expressions and Properties of Operations this week.

★ Summa:

- Starting Africa Geography
- Starting Genetics

★ Literacy:

- Summa- Passion Projects- having the kids part of the process. Brainstormed what they may want to pursue and how would they present it.
- Carby: Coding Challenge with Python Fundamentals. Soon I'll place the order for the Sphero Robots and our STEAM Challenge will involve coding the robots. Additionally, Math Literacy will involve ALEKS and ELA Literacy will involve novel studies.

★ Miscellaneous

- New students not attending in class or virtually. (Naomi Thrasher, Dylan Brooks, Yuri Martinez)
- Carby will have to assign seats during lunch to limit behavior issues.
- Zion Etienne has been switched to virtual (along with Derricka and Ashley).
- **Eligible Reading Plus Students:** Jordyn Henry, Naomi Thrasher, Shane Sargent, Courtney Bumgarner
- STEAM Day before the break.

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★ Summa-

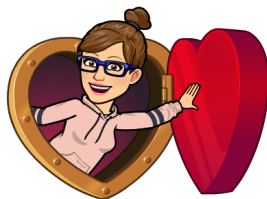
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- We are getting four Team B STEAM virtual students starting in Jan.
- Switching Homeroom and literacy classes in Jan- Hearn making the changes in IC.



Group A/B Debrief:

2/8/2021

★ Carby:

- Gifted- Reading House of the Scorpions
- Math- Finished units, starting functions (designing an app), general math covering equations and inequalities (designing calendar)

★ Summa:

- Finishing Genetics Unit
- Finishing Africa History Unit
- Starting the STEAM project this week to showcase final designs on STEAM Day this Friday.

★ Literacy:

- Summa- Passion Projects
 - 5 paragraph essay with 3 sources due this week.
- Carby - Have robots but so much missing work with the general class.

★ Summa-

- Last day before Winter Break 2/12/2021 “STEAM DAY”
 - Steam Day (students stay in their same classes)
 - 10:05-11:05 Half of Movie (snack)
 - 11:05- 11:25 Designing A wind powered simple machine
 - 11:25-12:20 Lunch/outside time
 - 12:20-1:00 Design Continue (switch)
 - 1:00-2:00 Last half of movie (snack and drink)
 - 2:00-3:00 Design Continue
 - Activities:
 - Summa

- Designing a simple machine that is powered by the wind.
- “The Boy Who Harnessed the Wind”
- Carby (classes in the media center)
 - Windmill

★ **Miscellaneous**

- **STEAM Meeting Wednesday after school**
- **Shane S- RTI forms complete, Summa using survey to track data.**
- **Tighten up our due dates.**
- **Whiteboard Chat?**

p A/B Debrief:

3/22/2021

★ **Carby:**

- Gifted- ACC Math will finish functions this week. Starting on Linear Models and will finish 7th-Grade math to prepare for Milestones.
- Math -

★ **Summa:**

- Finishing Evolution Unit next week
- Finishing Africa History Unit, starting Asia Geography

★ **Literacy:**

- Summa- Passion Projects
 - Working on their projects.
- Carby - Have robots but so much missing work with the general class.

★ **Summa-**

- Last day before Spring Break 3/31//2021 “STEAM DAY”
 - Steam Day (students stay in their same classes)
 - 10:05-11:05 Block 1
 - 11:05- 11:25
 - 11:25-12:35 Lunch/outside time Kona Ice truck
 - 12:20-1:00
 - 1:00-2:00 Switch: Block 2
 - 2:00-3:00
 - Activities:
 - Summa
 - Tuesday- Movie to launch STEAM Day
 - Lab about Heat insulation (run by Laura Ann and JACK JUNG)
 - Carby (classes in the media center)
 -

★ **Miscellaneous**

- **Fac Meeting Wednesday after school**

- 7A student of the week (willpower)
 - Laura Ann
 - L is for her superb listening skills
 - A is for her positive attitude
 - U is for her unwillingness to give up
 - R is for her ability to regulate her behavior and her work ethic
 - A is for her alacrity.
 - Laura Ann Lawton has amazing willpower to be the kindest, the hardest working, and the best student she can be even when those around her are struggling. We are proud of your Willpower!
 - Shane S- RTI forms complete, Summa using survey to track data.
 - Tighten up our due dates.
 - We will make sure we put in the gradebook comments (UNABLE to MAKE-UP)
 - For the last quarter Carby will not require HW assignments for his classes, because there will be a long-term substitute in my room and I want to streamline the gradebook.
 - Whiteboard Chat?
 - Will not pursue right now. Can focus on this for the next school year
 - After the break:
 - Focus on STEAM showcase
 - May- after milestones
 - Film
 - Greeting
 - Personal
 - Summation of what they chose and why
 - First page
 - Please choose an item
 - My rubric is located
 - Rubric- Working on with Summa
 - Choose an item
 - Digital portfolio rubrics
 - Platform
 - Creating Google Sites with Eller
 - Invitations- experts
 - Jaime Vandergrift- Will reach out to district-level personnel and invite them to participate in the showcase
-



A/B Debrief:

4/19/2021

★ **Milestones**

- Starting 4/26
- Follow the school schedule.
 - HR
 - Testing 8:25-10:10
 - Connections 10:15-11:55
 - Lunch ?
 - Block 1 12:00-1:50 (lunch included)
 - Block 2 1:50-3:10

★ **Carby:**

- Family Leave starting 5/3/2020 until the end of the year (sub-?)
- Gifted/Regular- preparing for milestones

★ **Summa:**

- Monday and Tuesday 4/19 literacy switching some students to help with the online portfolios
 - Gavin, sam, laura Ann, Maya and Andrew to go to Carby
 - Jordyn, Noah, Lily B, Jeremiah, Shane, Ethan C to Summa)
- Science- Ecosystems and Biomes
- Social Studies
 - Working on the Online Portfolio and STEAM showcase
 - Asia history and econ to finish out the year
- Last 2 weeks of school- going to do a personal finance project

★ **Literacy:**

- Summa- Passion Projects
 - Finishing their projects and uploading them into the Online portfolio

★ **7th grade celebration/awards day- May 26th**

- Set up in MySchoolBucks- 20\$
- Will also Need to bring in a white t shirt to tie-dye with Summa (I bought a few extra to make sure we have one for everyone)
-

★ **STEAM showcase**

- **May- after milestones**
Film

- Greeting
- Personal
- Summation of what they chose and why
- First page
- Please choose an item
- My rubric is located
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 - Choose an item
 - Digital portfolio rubrics
- Platform
 - Creating Google Sites with Eller
 - Eller to get together a chart of links to all the pages
- Invitations- experts
 - Jaime Vandergrift- Will reach out to district-level personnel and invite them to participate in the showcase
- Carby- Emailing parent volunteers to give feedback on the Showcase.
- Summa-
 - Email parents about the showcase
 - Create a feedback compilation form for the kids to do after they get their feedback.