

Pleasant Grove Elementary School MTAC

Wednesday, January 20, 2021

8:00am

Meet link: <https://meet.google.com/qia-wbrz-zbz>

Objectives:

- Review [minutes](#) from last meeting
- Update on circulation
- Old staff laptops
- Tech Tuesday

Participants: Evelyn Bussell, Barb Vinal, Melanie Farrell, Erin Raynor, Blaire Jackwood, Cheryl Cox, Erin Bloomer, Shirley Allen-Glenn, Chelsea Jaradat, Kelly Sheehan

Norms of collaboration for virtual meetings: <ul style="list-style-type: none">• Ask questions and post comments in the chat.• Mute your microphone unless you are speaking to prevent audio feedback.• Share your ideas and thoughts	<u>Roles:</u> Facilitator: Bussell Chat monitor: Note taker: Erin Bloomer Time keeper:
Resources: Responsive Library Services Document , COVID-19 FAQ , Equity Impact Analysis , MTAC Resources , WakeForward Initiative Site	

Time	What	How	Who	Notes/Decisions
5 minutes	Review & approve previous minutes	Whole group	All participants	<ul style="list-style-type: none">• Provided an update on the Books on the Go program• Discussed Wake Forward initiative and reviewed previous year's goal but just to update it - all students receive digital citizenship instruction throughout the year• Bloomer and Jackwood gave an update on Tech Tip Tuesdays• Applied for Aldi grant - denied, still working on Snapdragon application
15 minutes	Update on circulation	Whole group	Bussell	<ul style="list-style-type: none">• Circulation ran from 11/13 through 12/18 once a week. During that time more than 600 books were pulled, and 597 were checked out to students.• 64 Virtual Academy students or 17% of all VA students used the program. 36% of the VA students who used the program did NOT pick up their books.• 53 Plan B students or 22% of all Plan B students used the program.• Bussell needs to talk to LMS to see if a class could check out books and then students select from there• Pickup/dropoff times were selected during

				<p>school day due to safety concerns</p> <ul style="list-style-type: none"> • In person students can drop books off in book return during carpool or teachers can return them to library • Books on the Go ran for 4 weeks • Stevenson (IA) was helping Bussell pull books but she has now transferred buildings • Bussell tried to deliver books to 12 families and was successful at 7 homes • Bussell may go through data to see if students kept a lot of books last year and then they may need to return those before getting more; if they kept several, they could check out an amount so that they had 5 total • When we return to Plan B, Bussell will go in one day a week due to a teleworking accommodation to pull books; however in the spring semester there are less remote learning days that could be used for this purpose; on days without asynchronous, there will be a group that doesn't get specials • If 4th/5th come back not in cohorts, the media center will be used as a classroom for spacing purposes - would be disruptive to pull books then, books are exposed to students (would need to be covered with bulletin board paper), and Bussell has a health accommodation • Concerns brought up about keeping it equitable (Is one class always getting an asynchronous choice board?), the value of live teaching with more kids as opposed to pulling books for a smaller percentage, parents may be disappointed with a loss of live sessions, hard for parents to pick up books during school hours • Books on the Go is now on hold due to various concerns about logistics and lack of use <p>Info on PGES Books on the Go</p>
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15 minutes	Old Staff Laptops	Whole group	Bussell	<ul style="list-style-type: none"> - 31 L450s - 21 L460s • 2nd grade has been using them for dismissal as well as running in person class on one laptop and virtual on another when in cohorts • These laptops are not supported (ERD) and are supposed to be gotten rid of immediately due to security issues. • Need to get them turned in and do paperwork to ERD them, could turn them in on bag stuffing and materials distribution days (2/1-2/3), would give Plan B teachers a couple of weeks to figure out alternative plans- split screen on current computer or use the computer solely for that purpose while clearing • Teachers will need to upload any documents they want saved to Google Drive • Tech services will be providing additional laptops to each school for substitutes to use for the day or to be distributed as administration sees fit • Internet in WCPSS being combined and old laptops will no longer be able to connect
3min.	Tech Tip Tuesdays	Whole group	Bloomer/ Jackwood	<p>Send Bloomer and Jackwood emails for Tech Tip Tuesday topics you would like us to cover!</p> <ul style="list-style-type: none"> • There is a lot going on right now with iStation, NKT, etc, so teachers already have a lot on their plates • Bloomer and Jackwood are happy to continue doing it if they are used • May wait until Plan B returns
Misc.				

Action Steps:

Bussell to email BB about old staff laptops to be turned in.

MTAC members to speak with team members about removing any files from their old staff laptop and turning in w/charging cord.

Bussell to communicate pause for Books on the Go

Bussell to ERD old staff laptops once all are turned in

Next meeting date: **[Wednesday, February 17, 2021]**

Next meeting topics:

Feedback from Grade Levels about Books on the Go at PGES

Kindergarten:

Have your students been using Books on the Go from PGES? only 1 class

If your students are all virtual, have they or their families shared anything with you about utilizing Books on the Go at PGES? no

If your students are in-person, has it been working well for you/your students to have books delivered to your classroom? only happening in 1 class- seems to be ok

Are your students able to access books from places other than our school library right now?
not that we know of

Anything else you'd like to share about this issue? we wonder if we can have a cart/basket of books delivered to our rooms each week (signed out under the teacher). Students will select 1 book from this set to be their "library book" for the week. At the end of the week we will return the books for a new a class set for the following week

could book pick-up/drop-off times be more flexible- perhaps hours are preventing families from participating

1st Grade:

Have Students been using books on the go? All of our grade level classes have a few students.

Have Virtual families shared anything with you about utilizing Books On the Go? No, nothing has been shared - families have viewed the original message for information needed.

For In-Person Learning, has it been working well for you and your students to have books delivered to the classrooms?

Are your students able to access books from places other than our school library right now? We are not sure but can ask!

Anything else to share about the issue. Are there any changes/updates for Books On the Go with remote learning for all students being extended?

2nd Grade:

Have Students been using books on the go? All of our grade level classes have some participants.

Have Virtual families shared anything with you about utilizing Books On the Go? Families seem to like it. Have not heard from anyone with complaints.

For In-Person Learning, has it been working well for you and your students to have books delivered to the classrooms? Yes

Anything else to share about the issue.

The procedure to turn books in is unclear for In-Person. At first they were switched off as the new books were rolled in. We now have books in the classroom that have not been turned in. Also, the question was asked, if the Virtual learners are still to return their books to the cart in the front at car pool?

3rd Grade:

Have Students been using books on the go? Plan B classes have many students using Books on the Go and VA classes have some students using it.

Have Virtual families shared anything with you about utilizing Books On the Go? Not at this time.

For In-Person Learning, has it been working well for you and your students to have books delivered to the classrooms? Yes, it's been working really well and we appreciate it!

Anything else to share about the issue.

What is going to happen if we remain virtual learning for even longer?

4th Grade:

Miss Brinson and Mrs. Bell appreciate the book delivery to the classroom for their in class kiddos. Mrs. Gray and myself have not heard about our kiddos using the Books on the Go. But, we do encourage them to use the program.

5th Grade: