

Site Council Agenda

Team Members

Facilitator: Sheila	Time Keeper: Tiffany	Attending Members:	Absent:
Data Analyst: K.C.	Notetaker: Patrick	Matt, Megan, Tiffany, Katlyn, Tree, Sheila , Patrick	Suzi

Group Norms

[Willagillespie Group Norms](#)

Vision & Mission

Vision: Our vision is to work as a community to develop well rounded, confident and responsible individuals from all backgrounds and abilities **who aspire** to achieve their full potential, keeping students at the center of the work we do.

Mission: The Site Council's purpose is to serve as a team with an amplified focus on achieving the goals identified in the School Continuous Improvement Plan (SCIP). The team works to ensure all students have access to high quality instruction and resources that support their needs. The team assists in developing action plans related to the SCIP, monitors, and revises the plan using fidelity, student outcome, and other data.

Action Plan by Month

August/September Finalize SCIP	October Finalize Parent Handbook	November Collect Data	December Collect Data	January Data Review, Reflection, Next Steps
February	March	April	May	June

September 26, 2024 Site Council Agenda *(Click [here](#) to return to first page)*

Facilitator: Sheila	Time Keeper: Tiffany	Participants: Sheila Minney, Tree Morgan, K.C. Bodily, Katlyn, Tiffany,	
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			Megan Miller, Tiffany Roche, Matt Lawless, Patrick McIlrath		
Data Analyst: K.C. Bodily		Notetaker: Patrick			
Time	Agenda Item	Discussion	Action Needed	Who	When
	First 5 Minutes: Warm Welcome/ Review Norms/Confirm Roles /Add Team Members/Participants				
5	Vision/Mission/ Group Norms/Roles	Tiffany - Timekeeper Patrick - Note taker Data - K.C. Bodily, Matthew Monson			
10	Beginning of School Year	<i>What went well?</i> Weekly teacher newsletters, Meet the Teacher interactive tasks, and the 4J bus app for parents 1st grade tasks at meet the teacher for students to get familiar with classroom and directions <i>Areas for improvement?</i> Release meet the teacher in the spring vs when school starts in the fall			
25	SCIP	1st goal: increase family participation with BIPOC families (reading scores) BIPOC is still our focal group. We are changing measurement to date collection at family events. QR codes with ipads to sign in with google forms. Drawing for those that signed in and again for those that stayed. Question: Are BIPOC the correct families to target? We won't know until data. -Matthew pulled baseline data for "meet the teacher" family event. -Overall great attendance rates shown schoolwide for our baseline family participation data. -Discussion on changing the measurement of goal one to more accurately reflect our data. -Goal 2: BIPOC SPED students were the original focus. Small, unreliable data. Proposing to change the goal to incorporate all of our SPED students. The original population of students decreased so	Put links in the SCIP to give baseline data that is the basis of our goals.	K.C. and Matthew	

		<p>the new goal would be including more students for that goal.</p> <p>-concern for action steps of the new goal was discussed. Concern for assessment used to measure growth. Foundations in primary and Rewards in intermediate. New systematic assessment is available this year.</p> <p>-Action steps seem heavy on SPED instruction/responsibility.</p> <p>-suggestion to re-write/alter language to include responsibility spread out among more instructional staff</p> <p>-suggestion to discuss at PD next week to help alleviate the goal and make it more inclusive for all</p> <p>-Goal 3: SPED student referrals</p> <p>-looking at data, SPED referrals decreased</p> <p>-focus this year reducing the number of SPED students receiving referrals</p> <p>-action items stayed the same</p>			
5	Leadership Structure				
10	Family Handbook	Goal is to share with families by 10/7	Review this document	Team Members	Friday, Oct. 4
5	Future Meetings	Thursday, January 23, 3:15-4:15 Time to gather data and review goals			
Last 5 Minutes: Evaluation of the Team Meeting					

January 23, Site Council Agenda *(Click [here](#) to return to first page)*

Facilitator: Sheila		Time Keeper: Tiffany				
Data Analyst: KC and Matthew		Notetaker: Patrick				
Time	Agenda Item	Presenter	Discussion	Action Needed	Who	When
	First 5 Minutes: __ Warm Welcome __ Review Norms __ Confirm Roles __ Add Team Members/Participants					
5	Vision/Mission/ Group Norms/Roles	Sheila				
40	SCIP Update	K.C. & Matthew	Review data, reflect, discuss next steps.	Stay the Course		
15	Leadership Rep Reports	Matthew, Tree, Sheila. K.C.	Updates on school leadership team projects: Family and Community Engagement, Climate & Culture, Joy and Wellness, MTSS			
				https://www.ode.state.or.us/data/ReportCard/Reports/Index		
	Last 5 Minutes: __ Evaluation of the Team Meeting					

Evaluation of Team Meeting (Put an X to mark each score)	Yes	So-So	No
1. Was today's meeting a good use of our time?			
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?			
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?			
4. In general, are the completed tasks having the desired effects on student behavior?			
If some of our scores are "so-so" or "no," what can we do to improve things?			

February 27, Site Council Agenda *(Click [here](#) to return to first page)*

Facilitator: KC Bodily		Time Keeper: Tiffany				
Data Analyst: Matthew		Notetaker: Patrick		Kaitlyn, Matt, Megan, Tree, Suzi		
Time	Agenda Item	FIT/FIA Related Item	Discussion	Action Needed	Who	When
	First 5 Minutes: __ Warm Welcome __ Review Norms __ Confirm Roles __ Add Team Members/Participants					
	OSAS and EasyCBM Data Review					
	Future Meetings		April 10, May 8			
	Last 5 Minutes: __ Evaluation of the Team Meeting					

Evaluation of Team Meeting (Put an X to mark each score)	Yes	So-So	No
1. Was today's meeting a good use of our time?			
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?			
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?			
4. In general, are the completed tasks having the desired effects on student behavior?			
If some of our scores are "so-so" or "no," what can we do to improve things?			

March XX, Site Council Agenda *(Click [here](#) to return to first page)*

Facilitator:		Time Keeper:				
Data Analyst:		Notetaker:				
Time	Agenda Item	FIT/FIA Related Item	Discussion	Action Needed	Who	When
	First 5 Minutes: __ Warm Welcome __ Review Norms __ Confirm Roles __ Add Team Members/Participants					
	Last 5 Minutes: __ Evaluation of the Team Meeting					

Evaluation of Team Meeting (Put an X to mark each score)	Yes	So-So	No
1. Was today's meeting a good use of our time?			
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?			
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?			
4. In general, are the completed tasks having the desired effects on student behavior?			
If some of our scores are "so-so" or "no," what can we do to improve things?			

April 10th, Site Council Agenda *(Click [here](#) to return to first page)*

Facilitator: K.C.		Time Keeper: Tiffany				
Data Analyst: Matthew		Notetaker: Patrick		Kaitlyn, Matt, Megan, Tree, Abby Donde, Suzi		
Time	Agenda Item	FIT/FIA Related Item	Discussion	Action Needed	Who	When
First 5 Minutes: <input checked="" type="checkbox"/> Warm Welcome <input checked="" type="checkbox"/> Review Norms <input checked="" type="checkbox"/> Confirm Roles <input type="checkbox"/> Add Team Members/Participants						
	Staffing		How can we leverage volunteer hours to bolster our instruction next year?	Promote volunteer background checks during Kinder registration. "If you have your background check, you can walk your Kinder to class on day 1..." Is this equitable enough? Solicit help from HS, IB program, Honor Society, fraternities and sororities...		
	Parent Involvement Survey		Are students in the Lifeskills class participating in school events (family nights, BINGO...)? Spring and Fall surveys? Maybe add a question to the parent survey. Academic excellence and	Ask PTO to supply gift card drawing for survey completion?	Tree	5:00 today

			sensory-friendly questions?			
	Parenting Classes		Can we look into classes to help WG parents get on the same page with parenting in line with our school approach? A Tech check-in? How do we market it to get parents into the room?			
	Next Meeting - May 8		Tree recommends the book "School Lunch" as a read or listen.			
Last 5 Minutes: __ Evaluation of the Team Meeting						

Evaluation of Team Meeting (Put an X to mark each score)	Yes	So-So	No
1. Was today's meeting a good use of our time?	X		
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?	X		
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?	X		
4. In general, are the completed tasks having the desired effects on student achievement?		?	
If some of our scores are "so-so" or "no," what can we do to improve things? <i>Still working on this.</i>			

June 12, 2025 ILT Agenda *(Click [here](#) to return to first page)*

Facilitator: KC Bodily		Time Keeper: Tiffany				
Data Analyst: Matthew		Notetaker: Patrick		Megan, Matt, Suzi		
Time	Agenda Item	FIT/FIA Related Item	Discussion	Action Needed	Who	When
First 5 Minutes: __ Warm Welcome __ Review Norms __ Confirm Roles __ Add Team Members/Participants						
	Smart Reading -Matthew		All students made gains as seen with their AIM lines. Maybe we can run a parallel school-based program for 3rd grade.	Continue next year.	Cassidy and Brittany Sampson	
	- Scip Update and thoughts for next year - K.C.		Bringing in BIPOC families for events and looking at how we gather data for goal 3 are on the table.			
	End Of Year Slide Deck - Matthew		Look at the United Way book reading program.			
Last 5 Minutes: __ Evaluation of the Team Meeting						

Evaluation of Team Meeting (Put an X to mark each score)				Yes	So-So	No
1. Was today's meeting a good use of our time?				X		
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?				X		
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?				X		

	Last 5 Minutes: __ Evaluation of the Team Meeting
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Evaluation of Team Meeting (Put an X to mark each score)	Yes	So-So	No
1. Was today's meeting a good use of our time?			
2. Did we do a good job of tracking whether we're completing the tasks we agreed on at previous meetings?			
3. In general, have we done a good job of actually completing the tasks we agreed on at previous meetings?			
4. In general, are the completed tasks having the desired effects on student behavior?			
If some of our scores are "so-so" or "no," what can we do to improve things?			