

November CMO Collaboration: Lean Coffee, Session IV

Date: Friday, November 13th

Time: 9:00 - 10:30 am PST / 12:00 - 1:30 pm EST

Location: [Zoom](#)

Optional Pre-Work:

- [Lean Coffee Lives Here](#) | [What is Lean Coffee?](#)
 - Lean Coffee [Directions](#)
- Watch this short video on [Zoom self select breakout room](#)
- Come with pre-generated questions on a topic that you would like to engage in during our collaboration time
 - If you have any resources that participants would benefit from, please have them ready to share

Objectives	Norms
<ul style="list-style-type: none">• Build relationships and connections across the network CMOs and organizations• Engage in conversations in order to share knowledge and collectively problem solve• Share resources, key learnings, and feedback to inform the direction of future collaboration opportunities	<ul style="list-style-type: none">• Be solutions oriented• Presume positive intent• Be present and engaged in the conversations we are having, and• Be united in our Aim to improve outcomes for black, Latin-x, and low income students with disabilities.

Facilitators	Notetakers	Lean Coffee / Zoom Moderator	Timekeeper	Action Items
Marco and Tim	Paula & Kyle	Marco	Giovanna	Stephanie
<i>Group members:</i> <ul style="list-style-type: none">• Collegiate: Kate McElligott• Green Dot: Glynis Shulters• KIPP Bay Area: Emily Isenberg• Mastery: Carrie Stoltzfus• Noble: Meredith Mersits & Bianca Severino (maybe)• STEM Prep: Mary Maher & Heather Phillips• STRIVE: Krystle Menduke• Summit: Max Beach• Marshall: Daria Zhao, Paula Espinoza, Giovanna Santimauro, Stephanie Lassalle, & Kyle Moyer				

Agenda:

Time	Activity
0:00 - 0:05	Welcome and Objectives <ul style="list-style-type: none">• Change your name on zoom!
0:05 - 0:15	Introductions, Plesantries Breakout Room Meet & Greet

	<p>Pleasantries topic:</p> <ul style="list-style-type: none"> Share a success over the past few weeks and unpack the steps you took to get there (however linear or nonlinear)
0:15 - 0:20	<p>Introduction to Lean Coffee</p> <ul style="list-style-type: none"> Introduction / Directions <ul style="list-style-type: none"> Participants <ul style="list-style-type: none"> Contribute topics Vote on topics to determine the priority of discussion Discuss, share ideas verbally and through comments Norms <ul style="list-style-type: none"> <i>Be solutions-oriented</i> <i>Presume positive intent</i> <i>Be present and engaged in the conversations</i> <i>Be united in our aim to improve outcomes for black, Latinx, and low-income students with disabilities.</i> <i>Step-up / Step back</i> Clarifying Questions?
0:20 - 0:50	<p>Lean Coffee</p> <p>Link to Lean Coffee at the Marshall Street Café</p>
0:50 - 0:55	<p>Transition / Break</p>
0:55 - 0:75	<p>Breakout Rooms to Dive Deeper</p> <ul style="list-style-type: none"> Choose one topic to go into more depth in a small breakout room. In your breakout rooms, using the notetaker (links below), dive into your topic. Guiding Questions to Consider: <ol style="list-style-type: none"> Context for your work: How is this topic connected to your CMO's overall aim / desired outcome for this project? What have you done so far that has helped you and your team make progress? What problems have you already solved? What blockers or barriers are in the way? What are your next steps? Other Please nominate <ul style="list-style-type: none"> Notetaker(s) Timekeeper Reporter (s) <p>Breakout Room 1 Notetaker tool</p> <p>Breakout Room 2 - Rigor Notetaker tool</p> <p>Breakout Room 3 Notetaker tool</p>
0:75 - 0:80	<p>Share out of Breakout Room Key Takeaways, Next Steps, and Action Items</p> <p>The Reporter shares out <i>key takeaways</i> from this discussion cross CMO collaboration session</p> <ul style="list-style-type: none"> State any <i>next steps or action items</i> you have coming out of the collaboration session Review announcements and open up and start/complete the <i>post-event survey</i> <p>[Notes -]</p> <p>Group 1: KMc: strategies, the areas intersect, teacher burnout, student rigor, etc. Looking at our goals and continuing them. Finding ways to have cultural moments with students.</p>

	<p>MB: We need to be intentional about everything.</p> <p>Group 2: GS: Nearpod: Green Dot problem: too rigorous, but also looking at where it's working. STRIVE started really rigorous, but it has gone the other direction. Teachers that use Nearpod are seeing engaged classrooms and success.</p> <p>Group 3: MM: Building community as opposed to taking things off the plates. Coaching sessions more focused on planning. Making sure teachers have ways to connect with other people they work with: hiking, group text threads. Finding joy and building joy in the time we have together. Monthly lunches, virtual hallway.</p>
0:80-0:90	<p>Whole Group Reflections: <i>Building in the opportunity to step back and reflect on the process and content of the meeting</i> [Notes -]</p> <p>KM: Appreciated some of the time to share successes. Appreciated hearing from Kate and getting resources from her.</p> <p>KMc: The attendance document is helpful. I can go back to our network and say there are places that are doing this better, how can we do it.</p> <p>GS: Appreciated the roll call and the energy Tim brought. Helped us have a great energy today.</p> <p>Announcements & Action Items</p> <ul style="list-style-type: none"> • Post-event survey for feedback and interest in future events • Share additional resources with your Improvement Advisor • Coming Soon: CMO collaboration events: December 11th, January 8th, January 29th • The NIC Hub <ul style="list-style-type: none"> ◦ The Lean Coffee notes and recording will be posted on the Hub ◦ Contact info for CMO team members is listed on the hub to encourage participants to connect and reach out to one another directly <p>Action Items:</p> <ul style="list-style-type: none"> • Complete post-event survey • Follow up email will be sent by Marshall Team

Additional Notes / Shared Resources

Engagement/Tracking Tools:

Topic - Improving Virtual Attendance:

- [Attendance and Engagement Interventions](#)- Green Dot

Virtual Hallways:

- It's a Zoom room that occurs during breaks that is for teachers who just want to pop in and see others and chat

Breakout Group 1

Participants:

Topic/Context of Breakout Group:

- How is this topic connected to your goals and current focus?

Add notes here

Group Learnings:

- What has been done so far that has resulted in progress?
- What problems have been solved?
- What has been learned, and how?

Add notes here

What are your next steps?

Add notes here

**Choose someone to share key learnings with the whole group*

Breakout Group 2 - Rigor

Participants: Krystle, Glynis, Paula, Tim

Topic/Context of Breakout Group:

- How is this topic connected to your goals and current focus?

Add notes here

Balance of some teachers where it's business as usual and rigor is extremely high vs. other context where teachers are more on the warm spectrum than the demanding side.

Your job as a teacher is to support your students in any way so that they can master the standards of your class...

GD: business as usual, Ss need to earn grades. Everything is just as rigorous as before. The result, there is a high D & F rate...teachers then saying no, they earned those grades. They worked hard for that D.

What's missing is the scaffolding that recognizes that challenges of distance learning. Ss who are caretakers of their younger siblings, some who don't have electricity.

STRIVE: Where things are at now actually started off with too many kids failing, so Ts adjusted by lowering the standard and giving busy work, independent, copy and paste, low cognitive lift. Teachers were instructed to get through as much as you can in reference to the Scope & Sequence. Need to do a mindset shift with teachers after TG break. Is there any place where kids are engaging with one another in socratic seminars that are still rigorous but not reliant on handout completion. This happened once, and could happen across ELA and Math classes. Also it's a tricky balance around getting students engaged, cameras and mic on...because they are caring for their siblings. Would like to see this come from the SpED teachers as well as the Gen Ed teachers.

What resources can I give my co-teaching pairs during planning?

What can I give my coaches to push this in weekly check ins?

GS: There are teachers who are managing this balance well. Paid resource- [Nearpod](#). Classrooms using this each day are seeing higher returns. Super engaging platform, can be done in Google. Add on with Flipgrid built in so students can use built in speech to text, built in reader, interactive white board. Nearpod also has CCSS aligned pre-existing lessons in the Nearpod library. Also Time to Climb which is like a Kahoot. Some classes use it as a CFU during the middle of the day.

KM: MS also has Nearpod but students without a hotspot weren't able to keep up with the lesson. So now sticky with Google Docs, Google Classroom.

Group Learnings:

- What has been done so far that has resulted in progress?
- What problems have been solved?
- What has been learned, and how?

GS: *We've said to teachers "Do not talk to your students more than 5 minutes, do a different activity, not content every 5-10 minutes: Use the chat, draw board, etc."*

What are your next steps?

Add notes here

**Choose someone to share key learnings with the whole group*

Breakout Group 3 - Team Morale

Participants: Mary, Heather, Gio and Steph

Topic/Context of Breakout Group:

- How is this topic connected to your goals and current focus?

Add notes here

- Spending a lot of time prepping for online materials to ensure materials are accessible and part of the burn out is that teachers are putting a lot of time and energy but then a lot of times students are not engaging in the lessons or not attending. Makes teachers feel like they are not doing their job as a teacher.
- One good thing about having a cp-teacher is that there feels some normalcy

Group Learnings:

- What has been done so far that has resulted in progress?
- What problems have been solved?
- What has been learned, and how?

Add notes here

- When we can't take stuff off our plates, community will re-energize us
- Heather's thoughts:
 - Coaching session focused on planning was really helpful and alleviated some of the stress, came out w/ a lot of good ideas
 - Doesn't feel lack of connection b/c of co-teaching, but other Ts might be feeling that a lot more b/c they don't have someone
 - Flip side - don't want to feel obligated to have another thing they have to attend (maybe make it within site PD so it's not an extra thing we have to do)
 - 8th grade team has been hiking together on the weekend
 - Group text for the grade level so they're in a lot of communication
 - Part of the burnout is spending all of your time prepping this online materials and making them accessible students; so much time and energy into it b/c you want them to be successful; then when Ss aren't working on it, it makes you feel really bad; Ts feel like they're not able to do their jobs to the best of their ability
- Stephanie:
 - Anxiety of not knowing
 - Feel like we're not doing enough for Ss
 - Enjoy a group wave or someone playing music at the beginning
 - Point to where people are in your zoom in relation to you
 - Get joy factor or silliness
 - Model community - does that improve engagement for Ss?
 - T turning left and right b/c no one is answering
- Gio:
 - Collaboration is so fulfilling and can be so energizing
 - Can we create some sort of buddy system?
 - Department meetings help w/ this
 - Monthly lunches together
 - Could teams set up a daily coffee or virtual hallway?
 - Do a 1:1 on a walk instead of at the computer

What are your next steps?

Add notes here

**Choose someone to share key learnings with the whole group*