

**Orchard Middle School
Learning Improvement Team
Meeting Date: 10/21/09**

Decision Making: The committee will operate on a consensus basis, with each voice being heard. LIT Operating Principles 02-03 "If consensus cannot be reached a decision will require a 2/3 affirmative vote of the quorum. Quorum is defined as one-half of the LIT members plus one including the principal."

Team Members: Julee Accardo, Kelsey Borst, Ronda Brender, Debi Carlson, Erin Coyle, Gayle Cunningham, Bill Eagle, Carolyn Griffin-Bugert, Mike Hopkins, Jill Reinfeld, Kathy Sadler, Jonette Waldbjorn

Recorder: Julee Accardo

LIT Meeting Times: Third Wednesday of each month 3:00 p.m. unless otherwise announced

Budget Allocation: **CLASS MIX: \$8,370**
... for instructional assistance time, instructional materials, staff development training, or other creative solutions to assist in providing services to remedy class student mix problems.

Approved Expenditures:	Date:	Requested by:	Amount:
	Balance:	\$8,370.00	

Budget Allocation: **I-728: \$10,000**
... for professional development for educators, including additional time paid for curriculum and lesson redesign and alignment and trainings to ensure that instruction is aligned with state standards and student needs / for extended learning opportunities for students, class size reductions, and facility improvements or additions to support class size reductions and extended learning opportunities.

Approved Expenditures:	Date:	Requested by:	Amount:
	Balance	\$10,000.00	

Budget Allocation:

Medicaid Match: \$1,395

Approved Expenditures:	Date:	Requested by:	Amount:
	Balance:	\$1,395.00	

AGENDA ITEMS

Strategic:

1. General Discussion (Direction - Meeting Times [once a month] - Student Learning - etc.):

None

2. I-728 requests:

\$302.40 – Science Team (Coyle, Bucholz, Myers). Three sub days to collaborate with Foothills and Pioneer science departments to refine standards-based grading process, writing scoring rubrics for DBA’s and writing DBA’s for curriculum. Motion to approve. Seconded and passed.

\$3,300 – one sub day per certificated staff member. Given the budget estimates we received, the LIT agreed to allocate one sub day per staff member following previously set guidelines. Once we receive final budget figures, we may revisit the number of days per staff member. Per past practice, the use of this day should be for team time under the direction of team leaders to work on CIPP-related activities; individuals without teams may also use the time to work on building their specific program to benefit the Building Plan. Motion to approve. Seconded and passed.

3. Medicaid Match requests:

None.

4. Class Size/Class Mix Funds requests:

None.

5. CIPP: Present state:

Finalization/Approval of Building Plan. Team members received copies of the Building Plan for review prior to meeting. One main difference is that we will be setting our goals

based on the previous year's cohort group. LIT discussed whether we want to continue working on the Building Plan the way we have been (Mike puts together and LIT reviews and approves), or does the LIT want to work on putting it together, as well? The group agreed to continue with our established process.

6. LID Day discussion:

- November 30th – 30-min. LIT time. Request time to go over MSP testing (the new WASL). Ronda will share what a schedule may look like and the differences between WASL and MSP.

Discussion items:

- Budget balance. Budget amounts are estimates. The district states carry forward amounts should be available next week.
- Smart Goals. Concern about how much time is involved filling out the district's paperwork. Mike will review, as maybe an email will be sufficient. We need something in place to monitor intervention effort and Smart Goals seem to be a logical fit.
- Diagnostic Assessment Dialogue. Discussed the online diagnostic tool for math and reading assessment. Tool should identify where students' weaknesses are. We know that 50 percent of our students come in at one to three grades below standard in math and reading. We are attempting to identify the learning gaps. Suggested we start with 6th grade to see if it works and is of value. GEAR UP is funding this.
- Co-Facilitator. We need to elect a co-facilitator this year. Mike will send an email to see who is interested and put their names on the ballot. We will vote at the next LIT meeting, with Kathy and Ronda conducting a secret ballot vote.

Future items:

- Expectations for binder checks and grade checks in Guided Study.

NEXT MEETING: November 18, 2009