

Lakewood City Schools
DLT Steering Protocol

Date: January 7, 2015
8:30 am - 11:30 am

Facilitator: Pam Griebel
Recorder: Lisa Wiegand

Timekeeper:
Other:

Participants: Pam Griebel, Lisa Hoy, Anne Nolan, Christine Palumbo, Lisa Wiegand, Joe Niemandtsverdriet, Sandra Powers

Objective: Review of TBT Surveys. January DLT Agenda.

Agenda:

Roles, norms, and agenda preview - 5 min.

Pam

1. Review of TBT Surveys
 - a. survey will be resent since participation was low?
 - i. some completed as teams
 - b. Art, music and PE and the TBT process and the traveling teachers
 - c. TBT process:
 - i. still clunky?
 - ii. needs continued support;
 - iii. the process has helped us do better?
 - iv. Time allocated toward form completion v. deep conversations about teaching and learning
 - v. RTII process and TBT process are 2 separate things but need to be combined
 - vi. differentiation
 - vii. any structural changes need to come from central office; defined processes for how administrators are focusing on the processes of the building and the line of communication
 - viii. BLT form does not ask if students learned; feedback on the form
 - ix. teachers are compliant with the form but meeting and discussing more than what the form asks
 - d. participation
 - i. exemplary & proficient
 - ii. strengths
 1. collaborative
 2. implementation
 3. preparedness for the meetings
 - iii. weaknesses
 1. team of 1
 2. responsibility static

3. lack of common time
 4. number of times to meet as a TBT
 - e. collect and chart pre assessment data 84% exemplary and proficient
 - i. strengths
 1. data assembled prior to meeting
 2. teams seem to be doing assessments and collecting data at the same time
 - ii. weaknesses
 1. work sample issues...to illustrate student difficulties; strong and weak work
 - a. plan for collecting and disseminating exemplars by grade level @ elementary level
 2. "finding passages" for elementary reading
 3. not all teachers bringing data to meetings
 - a. principal should be intervening chronic not ready v. no data
 - b. tests v. i can statements
 - c. time
 - f. analyze student work specific to data 79% Exemplary and Proficient
 - i. strengths:
 1. strengths and needs identified
 2. analysis of student work
 - ii. weakness
 1. time
 2. ell/students and SWD prioritizing
 3. deep analyzing; changes based on data
 - g. shared expectations 79%
 - h. implementing 72%
 - i. collect, chart and analyze data 83%
2. moving TBT process toward PLC process
3. Agenda for January DLT
 - a. DLT feedback to BLTs
 - i. continue with the same buildings as last time
 - b. follow 5 step plan
 - i. implementation plan and support provided
 - c. Share results of TBT Survey
3. Strengths, Obstacles, Strategies and Supports
 - Strengths
 - open conversations
 - willing to look at how the process evolves
 - obstacles
 - how to change over to true PLC over the course of time
 - move process forward to work for staff but continues our "Ohio improvement plan" process
 - recognizing that meetings that are a part of the process v. not part of the process
 - tbt process is part of the contract
 - strategies
 - communication channels: committee report out piece
 - minutes posted on-line

- support needed
 - marrying TBT process and RTII process

4. Next Steps/Next Meeting