

TEAM MEETING AGENDA/NOTES

Meeting Date	8/18/22
Team Name	English
Facilitator	Catherine Higdon

Team Members

Susie Casstevens, Catherine Higdon

Topics of Discussion

- Students who do not show up in Canvas roster – sent Tammy Asbury and email about it.
- Looked at the English curriculum and planned out what we are going to teach this six weeks.
- Went over the testing calendar for the year.
- Shared data about STAAR retesters, and came up with a list of the retesters.

Goals / What do we want students to learn this six weeks?

- Bring laptops and chargers to class
- Advocate for themselves
- Use academic words
- Speak clearly when called upon to read, share, or answer a question
- Be able to transition independently after finishing an assignment early
- Write a professional email to an instructor
- Write a personal narrative using descriptive and developed paragraphs

Challenges

- Tech: some students still do not have a laptop
- Students arriving late to first period (sometimes due to a late bus)
- Cell phones
- Restroom breaks

Solutions

- Mrs. Okweni is passing out laptops this week
- Students sign a tardy log in the late folder
- Go over cell phone policy – be sure to mark next to student name if they are on their phone and make phone calls when a mark shows up twice
- Hall passes given this week – may be used as a restroom pass or collected and turned in at end of six weeks for bonus points on a low grade