

Pre-K – 3rd Grade Promoting Early Success for All

Bayside Design Team Minutes

January 9, 2012

I. Attendance

Attendees: Rebecca Courtney (Marin Head Start Teacher), Mahealani Bernes (Learning Center Teacher), Essie Hardy (Site Supervisor, Learning Center), Ruth Nenaber (Manzanita Afterschool Program Director), Kay Wernert (Director Marin Head Start), Tenisha Tate (AP/ Social Worker), Ellen Franz (Second Grade Teacher), Jonnette Newton (Principal), Lindsey Kessel (Reading Partners Program Manager), Erica Edwards (Head Start Teacher), and Glenna Coleman (Facilitator)

II. Progress Reports from Committees

Vision Committee:

Transitional Kindergarten Planning

- * Plan to speak to parents about the program at already established meetings rather than holding “special” meetings
- * Children with birthdays from September 1st through December 1st will be included
- * Program is still up in the air because of state budget cuts

Parent Liaison Position

- * By end of February there will be a job description, followed by hiring and training of a new person.
- * Next will come a remodel of the Parent Center

Communicating our Vision

- * Working on a link to the MCOE website that will show our vision and participants
- * Content of website will include pictures, which Pre-school, after-school and elementary staff promised to provide
- * Signage on the blue building near Bayside will be up by January 14, and another banner will be placed on the fence at the Parent Center.
- * Smaller signs in English will be ordered to join the Spanish signs for the Learning Center

Cultural Proficiency:

National Equity Project

- * Continuing to work with Colom
- * Teachers are doing self-assessments of classroom culture
- * Staff members looked at the entrance to school from a child’s point of view. Is it welcoming? Does it support what our school culture is striving to be?

Head Start may have some newly developed resources that we can use.

Teaching/Alignment:

Curriculum Planning

- * Discussed use of Curriculum Webs
- * Head Start shared the “Bright Start” program, which they will begin in January.
- * Learning Center demonstrated activities from “Handwriting Without Tears”, “Tag Bags”, and their Science Discovery Center

Visitations

- * Between the two pre-schools were set for January

Common Vocabulary

- * Merits of having key vocabulary words in common were discussed.
- * Erica is beginning a list to share with the Learning Center, and they will in turn add to the key words list. This list will be shared with the kindergarten teacher.

Extended Learning

- * Representatives from Reading Partners, Bridge the Gap, Boys and Girls Club, and Manzanita Learning Center were present
- * Draft permission slip for parents to allow access to student records was shared
- * Participants were urged to send the names of the students they serve and services provided for inclusion in a student roster to be shared with teachers, other providers, and others. These were later sent and a roster was completed.
- * Discussion centered around the best ways for increased communication between teachers and extended learning providers without adding to the teachers’ work load. It was decided to ask Ellen Franz to attend the next committee meeting to give input.

Family Engagement:

Did not have anything to report.

III. Old Business

Names were finalized for Bayside’s participation at the Winter Institute on Cultural Proficiency: Jonnette, Kay, La Donna, Ellen, Ruth, Mahealani, Rebecca, Alma, Jim Scullion (Bayside 3rd grade teacher), and Glenna

IV. New Business

After discussion it was decided that our **Staff Development Needs** next year would include work on **how to align curriculum** between the pre-schools and Ks, between the grades in the elementary school, and between the school and the after-school providers. We also need **GLAD training** for those who have not received it and **GLAD coaching**.

V. Subcommittee Work: Next Steps -Looking Forward

- * Vision Committee's next meeting:
Tuesday January 17, 9:30 a.m. Bayside

- * Teaching/Alignment Committee's next meeting:
Looking at Conflict Resolution – Second Step
Assessments and Math Language
Tuesday January 31, 3:30 p.m. Bayside Room 4

- * Extended Learning Committee's next meeting:
What Reading Programs and Assessments are already in place at Bayside?
Thursday January 19, 1:00 p.m. Bayside Conference Room

VI. Adjournment 5pm Next Meeting February 13, 2012 at 3:30pm