***Alton Elementary Guiding Coalition***

***“To Alton and Beyond”***

| **Meeting Outcomes:*** Begin a discussion on Master Schedule for 2023-2024
* Begin a discussion on Staff Survey and things we should start, stop or continue doing for the 2023-2024 school year.
* Begin Comprehensive Needs Assessment
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***Focus on Learning Collaborative Culture Focus on Results***

1. [**Mission, Vision, and Collective Commitments**](https://docs.google.com/document/d/1oJqlol9F46HeO6Dpd7knISIHEVGBUbuQ9kq87AbK6Ws/edit?usp=sharing)
2. **Guiding Coalition Mission & Vision**
3. Norms
4. **Shooting Stars** - Celebration
5. [**Master Schedule Discussion**](https://docs.google.com/spreadsheets/d/1H5memA96zKXZYw2ThVg1xQsbdwU9RCZjEa7Kb2pdmNE/edit#gid=739345394)
* The fundamental purpose of a school is to ensure high levels of learning for each student.
1. **Staff Survey**
* The fundamental purpose of a school is to ensure high levels of learning for each student.
1. [**Comprehensive Needs Assessment**](https://docs.google.com/document/d/1lFD6wkWMJzJ6N1tv5IIluzHtfr6pjs1ejbah7RnEfl4/edit?usp=sharing)
* [Alton’s Demographics](https://docs.google.com/spreadsheets/d/1UT0wd3dXmZ5MFutXgsBxO7G0xD8vgcjKwlpC7lxMzx8/edit?usp=sharing)
	+ How has the enrollment and ethnicity of students changed over the past three years?
	+ How have the enrollment numbers in special programs changed over the last three years? Are we over -or underrepresented in certain groups?

***Setting Agenda for Next Meeting - Tuesday, April 25***

* ***Continue Comprehensive Needs Assessment***
	+ ***Academic Data***
* ***Master Schedule Finalize***
* ***Staff Survey Results***

***Notes from GC Meeting 3/28/2023***

***Atendees: Kapchinski, Prinz, Rollins, Dyer, Eckermann, Williams, Schramme, Hinze, Shelnutt, & Ogg***

* Shining Stars:
	+ Mr. Blaha - keep in prayers
	+ 2nd Grade Team - overcoming obstacles and increased collaboration
	+ Mrs. Schlottmann - keep her mom in your prayers
* EOY Reflections and Planning for Next Year
	+ Master Schedule Suggestions
		- 1st grade: 2 hour break mid-day makes it difficult for firsties to refocused in the afternoon
			* Could potentially flip flop kinder and first grade
		- Adjust lunch schedule
			* Five minute brakes between classes was absorbed by request of kitchen staff
		- Discuss with team any changes and/or modifications to master schedule
		- PLC Days will - hopefully - stay the same for grade levels across the district.
		- GOAL: By the end of the school year, have Master Schedule sent out to all staff members for summer planning.
* Staff Survey
	+ Will be anonymous
	+ Similar to previous year’s staff survey so that can compare from past years
	+ Scale questions are REQUIRED, but the “comments” are not
	+ Send out to staff April 1st
	+ Will review as Guiding Coalition at next meeting on April 25th
	+ REMIND YOUR TEAM TO COMPLETE THE SURVEY!!!
	+ A separate parent survey will be sent out via district office.
* When working with your team, focus on …
	+ CONTINUE … what do we need to continue to do that worked well this year that would benefit our team and learners next year?
	+ STOP … what do we need to stop doing that is not aligned with our mission and vision and/or team norms?
	+ START … what do we need to start doing that would help us and/or our learners grow?
* Comprehensive Needs Assessment
	+ Campus Improvement Plan - in the past it has always been mostly written by administrator(s)
	+ District Improvement Plan - you can find it on the district website if you are interested in reviewing the document.
		- These plans can be reviewed and audited by the state and federal government.
		- These documents should be continuously reviewed and revised to best reflect the state of the campus.
	+ Alton’s Demographic Breakdown: