

**When/How will this touch the kids?**

**Minutes from the Achievement Gap Task Force**  
**September 16, 2008**

Welcome back:

Bill Cole, Rachel Cortez, LaDawn Dubose, Sharon FitzGerald, Steve Flynn, Jennifer Hanson, Debora Hoard, Vito LaMura, Edie Lipinski, Abbi Maxton, Cheryl Prescott Walden, Lynne Celli Sarasin

**METCO Parent Survey**

Draft presented to Task Force, **corrections and changes (noted on separate page) will be incorporated and cover letter written. Add Demographic questions and Metco Office as return address**

Completion of survey in two weeks for final review - Goal is to get as many responses as possible – our aim is 65%

Survey will be sent to parents via email with an easy connection to Survey Monkey and replies coded. Hard copies will follow in November to parents who have not responded or who don't use an email address. Code the hard copies to note who returns without tying name to response  
What is an alternate way to reach LHS parents – mail it? Have survey ready for November meeting

Cheryl PW will send email addresses and consider passing around clipboard for email addresses corrections and/or hard copy addresses at October 6<sup>th</sup> Boston parent meeting

**Bus activities** – books on tape ready to be rolled out

Bus monitors ready, good range selected by librarian from among 60 titles

20 on each bus that rotate through busses – students can use their own earphones. Edie will look into splitters so more than one student can listen to the book at one time.

How do we keep track of material - returns specifically?

Is there an assessment vehicle to measure use and enjoyment?

**Action Plan Draft (9/1 plan attached)**

Phases are chronological

Administrative Council; All Students =A; Metco = M

**Add visit to Montgomery County school system into plan**

Anything that has to do with FY 10 needs to be discussed NOW as budgets are being developed

80 people went to PLC conference everyone reporting better common language and

understanding of initiative. Real progress when goals can be addressed in a common way

**Questions and discussion around Action Plan**

Each action of *Phase 2*: break them out into smaller manageable goals – each action on one page with details and deadlines, clear timeline

Cheryl PW: *Phase 2*: Mandatory “after school” tutoring. Interventions currently being provided during the day so double dosing will have to be done after school impacting school staff and bus monitors. Develop consequences for misbehavior on buses so all students feel comfortable on the bus.

*Phase 3 item*:

Question: Impact of increase in secondary enrollments?

### When/How will this touch the kids?

Boston students should mirror 50% of overall participation in courses – Vito will clarify  
Phase 3 needs to be delineated by school

*Phase 4 item:*

Mandatory summer school for students who are struggling academically- [change M to A](#)  
*General:*

Edie Lipinski: interested in current mentoring program at Hastings & Diamond,

Send details about out how it is implemented and how it works

Sharon FitzGerald: Data storage, tech support very necessary AND after school tutoring on  
Thursday needs to begin **NOW**

[Steve and Vito will put together a template by Sept. 30 and communicate with administrators by December – after budget development is over.](#) Usable template by end of September?

Superintendent Ash needs to communicate at next Administrative Council meeting what and why of template

### Montgomery County Schools Visit ([www.montgomeryschoolsmd.org](http://www.montgomeryschoolsmd.org))

16<sup>th</sup> largest school system in the country (does not include Baltimore) Visit inspired by meeting staff at Harvard AGI Conference in June.

Lynne Sarasin:

Meeting today about planning to get the most out of this 2 day visit. 18 faculty and staff will visit at end of October, including people from Central office, each building admin, teacher, SPED, METCO, Vito LaMura& Phyllis Neufeld

Framework for visit has been shared with Montgomery

    Their set up is very specific and has created successful data driven culture

    Goal is to figure out how to bring that data culture back to LPS

    Plan to: Educate beforehand, ask specific questions, come back to lead; what works well

    Find out more about parent liaison

[Lynne will send list of participants](#) to AGTF

    Supportive of Action Research and Professional Learning Communities

What we learn will be in concert with our action plan

Moved School Committee meeting in Boston to November 18 to report back on visit

School Committee goals dovetails with work going on in the district

### System Wide Communication:

[It's time to make another presentation to the school committee.](#)

Vito: trying to oversee what's going on in the district – continual report back to the community via the school committee critical

**[Next meeting ELECTION DAY: November 4<sup>th</sup> 9-11 Clarke Middle School](#)**

### Possible Agenda Items

What do you envision from our group by end of year?

NEASC review crossover

School Committee meeting plan to be determined

Flow of information back to individual sites needs to be priority

Report back on Montgomery County visit