

# Stafford Public Schools

# Title 1 Agenda/Minutes



January 26, 2023 Time: 8:15 - 9:15 a.m. Location: SES Room 118

**Facilitators:** Steve Autieri

**Committee Members:** Beth Beaudoin, Jess Cooley, Kim Evans, Mary Ellen Vigeant, Michelle Hasel, Kelly Pellegrini, Heather Galotto Deidriene Knowlton, Kaylee Alberti, Marissa Grosso, Donna Bourque, Megan Perch, Erin Grasso, Marcia Jacobs, Carey Edwards, Caren Falzarano

**Parent Representation:** Mrs. Chenard, Mrs. Puglisi

**Attending Members:** Beth Beaudoin, Jess Cooley, Kim Evans, Mary Ellen Vigeant, Michelle Hasel, Kelly Pellegrini, Heather Galotto Deidriene Knowlton, Kaylee Alberti, Marissa Grosso, Donna Bourque, Megan Perch, Erin Grasso, Marcia Jacobs, Caren Falzarano

<p><b>Committee Outcomes:</b></p> <ul style="list-style-type: none"> <li>Develop targeted action steps to address learning loss, support staff professional development needs, and close achievement gaps (Math, Literacy, STEM, Social Emotional Learning).</li> <li>Update the Family Engagement Plan to determine areas of need and programs to support families.</li> </ul>	
<b>Topics to Be Discussed:</b>	<b>Outcomes:</b>
Greetings	Welcome and review of meeting tasks
<b>Title I District Plan Share Out (Mr. Autieri)</b>	<ul style="list-style-type: none"> <li>Review district plan and final draft of family engagement plan for the 2022-2023 school year.</li> <li>Discuss opportunities for self-evaluation of programs and needs assessment for spring meeting.</li> </ul>
<b>K-5 Reading/Math Intervention Menu (Mrs. Grasso/Mrs. Jacobs)</b>	<ul style="list-style-type: none"> <li>Overview of systems of support for programs to build skills such as comprehension, fluency, and numeracy.</li> </ul>
<b>Intervention Data Entry/Reporting (Mr. Autieri/Ms. Wallace)</b>	<ul style="list-style-type: none"> <li>Build consensus on data reporting and maintenance requirements for students receiving academic support.</li> <li>Tutorial from Instructional Technology staff on data entry to PowerSchool.</li> </ul>
<b>K-12 Intervention Meeting Planning (Mr. Autieri)</b>	<ul style="list-style-type: none"> <li>Develop schedule for transition planning for students for the Spring 2023.</li> </ul>
<p><b>Roundtable:</b> Please bring ideas and/or suggestions to share with the committee.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Supplies~Steve has a budget for materials</li> <li><input type="checkbox"/> Issues of subbing for Interventionists</li> <li><input type="checkbox"/> System of a folder and a look of what they look like for MTSS (Heather has a sample) and clarify what is in the MTSS folder</li> </ul>	
<p><b>Summary of Meeting:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Title I District Plan Share Out:</b> Mr. Autieri reviewed the final draft of the District Title I plan</li> </ul>	

targeting the areas from the ESEA legislation. Mr. Autieri shared that the feedback from the September meeting was incorporated into the document. The document will be shared via the district website. The committee approved the plan as presented.

Mr. Autieri provided a brief update on the legislative requirements for the K-3 reading screening. The district expanded the use of Dibels-8 to Grade 3 this year and will be examining a platform to add the vocabulary and RAN (Rapid Automated Naming) assessment fields. The Core Reading Taskforce continues to review the state approved reading programs to determine next steps with the reading curriculum in the district. Mrs. Hasel asked if teachers could provide feedback on elements of the current programming for consideration in the next steps.

- K-5 Reading/Math Intervention Menu:** Mr. Autieri shared that Mrs. Grasso and Mrs. Jacobs are working on preparation of a tiered-intervention menu to describe the various programmatic and resource materials available for the delivery of academic support. Mr. Autieri asked the team for feedback on what they would want to see included to be sure that the form was user friendly. Mrs. Knowlton requested that the form could include a sign-out sheet and dates being used to communicate the location of kits and materials to the staff. Mr. Autieri will also seek to include material location on the form as well. Mrs. Galotto shared that she wanted to have an indication of which resources were solely for intervention use and not classroom.
- Intervention Data Entry/Reporting:** Ms. Wallace attended the meeting to support Power School entry logistics for intervention delivery. There was a specific page where the staff would enter the information. The formatting change has since moved locations of the entry point. Ms. Wallace and Mr. Autieri will work on an instruction guide for data entry. Mr. Autieri has also requested that he will be again collecting intervention group data from all academic support specialists. Staff should compile this information for collection in June 2023.
- K-12 Intervention Meeting Planning:** Mr. Autieri shared that he wanted to obtain feedback on the agenda for the spring intervention planning meeting. Prior years saw the meeting focused on student transition planning. Mr. Autieri inquired as to whether the team wanted to keep the same focus. The team felt that the structure was a good utilization of time. Mrs. Hasel asked whether the intervention teams could meet as a curriculum team during the 2023-24 school year. Mr. Autieri will look to expand to six meetings with the team determining the format of the meetings (whole district, small group, school-wide).

**Action Steps:**

- Schedule transition meetings for the spring.
- Ms. Alberti reminded Mr. Autieri to acquire folders for student intervention files.
- Look at the assessment calendar/ Curriculum Committee Dates and gather feedback.
- Mr. Autieri will work with Ms. Wallace and then explain how to update PowerAdmin with Title 1
- Mr. Autieri will send an email to determine staff targeting the committee work as an RoP.