Strategic Long Range Plan
for
St. Anthony Catholic School

Elements of the Plan

The purpose of this Strategic Long Range Plan is to explicitly define goals for St. Anthony Catholic School (SACS) and to design objectives that will allow the achievement of these goals. The plan is broken into the following four components: Professional Staff Development, Technology Implementation, Student Data Analysis and Curriculum Planning. In preparation of looking forward, it is important to understand the school’s background, where SACS has come from and how this may impact our future endeavors. Thus this plan begins with the School Background, National Trends, Local Trends and Enrollment.

Identifying Data

School Background

St. Anthony Catholic School is a ministry of the St. Anthony of Padua Parish. It is a fully accredited (WASC/WCEA) Catholic school serving Manteca and adjoining communities. This school operates a preschool through eighth grade program that includes extended day care. St. Anthony Catholic School was established in 1955 by the Sisters of the Precious Blood, who staffed the school until the mid-1960’s. For many families, enrollment at St. Anthony Catholic School represents third or fourth generation of family members to attend this school. Since the mid 60’s it has undergone many changes as the community has grown and diversified. However, it has always preserved the primary mission, which is to bring quality education to families who wish to provide their children with an excellent education and strong moral values. Today it has a highly qualified staff of credentialed teachers who enrich their teaching by integrating Gospel values.

National Trends

The state of Catholic Schools nationally is mixed. An NCEA statistical report for the 2009-2010 school year cites that there were a total of 5889 Catholic elementary schools, most of which were affiliated with a parish. Of this total 36 were newly opened schools, but there were 212 consolidations or closures because of declining enrollments. The number of schools in the west and far-western parts of the country has decreased from 1433 in 2000 to 1428 in 2009. In the same time period in the west and far west enrollment dropped from 464,699 students to 427,206. Nationally, the total decline is 20% with most of the drop off in enrollment occurring in elementary schools. While there are some new schools opening in the

For WASC/WCEA revisit December 7, 2017
more affluent suburbs, urban and rural schools are responsible for most the closures in the west and nationally. The rising cost of tuition, which affects enrollment is the most often cited reason for consolidation/closure. The biggest threat to enrollment in the San Joaquin County area is the expansion of charter schools, which offer small school communities and highly qualified faculties. Charter schools offer a desirable option to parents for whom the cost of tuition is an issue.

Local Trends

St. Anthony Catholic School is the only Catholic elementary school in the City of Manteca. In a 20 mile radius of Manteca, parents have several options for elementary Catholic schools including: Our Lady of Fatima and St. Stanislaus in Modesto; St. Bernard’s in Tracy; and four Catholic schools in Stockton.

Manteca is located in the middle of Highway 99 and Interstate 5. In addition, the cost of housing is relatively low compared to Tracy, Livermore and Pleasanton which has made this community ideal for Bay Area commuters. Up to 2014, housing in this area was considered stagnant, but new housing developments have recently been approved. It is projected that the St. Anthony of Padua Parish area will have an additional 1000 homes built by 2017 with 25% statistically being Catholic families.

Enrollment

Between 2002 and 2008 enrollment at St. Anthony Catholic School averaged 260 students per year kindergarten through eighth grades. The average class size was 29 students per grade level. From 2008 until last year, our enrollment had dropped to an average of 225 students. During the 2016-2017 school year, the school did see a jump to 256 students. This can be attributed to two factors; the relocation of Great Valley Charter Academy from Manteca to Salida and inclusion of SACS preschool students and families into our kindergarten program. The preschool program has been a part of St. Anthony School for over twenty years, but in the past year has made a concerted effort incorporating preschool students and families into the school. This has been accomplished by having the Preschool Director and Kindergarten Teacher work on a curriculum continuum for students beginning at age four. In addition, the Kindergarten students and Preschool students spend time together about once a month in activities and at play. This transition has accounted for a record retention of students for the 2016-2017 school year, seeing 36 students become a part of our Kindergarten class. SACS will continue to promote this program to our parishioners and community at large.
STRATEGIC LONG RANGE PLAN

Professional Staff Development

St. Anthony Catholic School has enjoyed a long period of faculty and staff stability. The current faculty and staff view their teaching vocation as a ministry and are immensely dedicated to the well-being of each student, and are willing to make financial sacrifices to remain here. A stable, committed faculty is critical to the maintenance of a quality and rigorous education and Catholic identity.

Teachers are expected to hold or to obtain a California Teaching Credential, as well as engage in ongoing professional growth coursework and conferences. Additionally, all teachers must become certified and renew religious certification every four years.

The needs of learners in the twenty-first century demand innovative, progressive and cutting-edge instruction. As such, the quality of our professional development must be data-driven, researched based, and prepare students to use a wide variety of learning strategies.

| Goal: Keep a highly qualified professional staff and support staff by maintaining a positive work environment and paying just and competitive salaries. |
|---|---|---|---|
| Action Plan | | | |
| Objective | Evidence | Responsibility | Timeline |
| Monitor certificated and non-certificated salaries and keep them competitive and just. | Teacher contracts, MOUs and Diocesan salary scale | School/Parish administration and Diocese | Ongoing |
| Continue to foster a collaborative environment of shared decision-making that recognizes all employees as stakeholders. | Communication, artifacts (meeting agendas, minutes) | Administration/Pastor | Ongoing |

<p>| Goal: Staff will develop the skills, knowledge and strategies to effectively implement curriculum and best instructional practices. |
|---|---|---|---|
| Action Plan | | | |
| Objective | Evidence | Responsibility | Timeline |
| Provide training for teachers on effective assessment practices, data collection and analysis and data informed instruction | Communication, artifacts (agendas, minutes, etc.) MAP data. Observation/feedback | Administration and mentor teachers | Fall 2017 |</p>
<table>
<thead>
<tr>
<th>and decision making.</th>
<th>k notes</th>
<th>Administration and mentor teachers</th>
<th>Ongoing with final evaluation taking place in Spring each year</th>
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<tbody>
<tr>
<td>Provide timely feedback and evaluations to all staff members that align with the California Standards of the Teaching Professional</td>
<td>Walk through observation/feedback notes and formal observation/feedback notes and email communications with teachers Documentation of peer support observations and discussions</td>
<td></td>
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<tr>
<td>Partner with Santa Clara University in developing Professional Development opportunities for teachers in 21st Century students and learning.</td>
<td>Calendar, PD artifacts (agenda, take aways, materials, etc.)</td>
<td>Diocesan administration, principal</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Provide monthly meetings with “Mr. G” in Google Classroom instruction and best practices.</td>
<td>Communication artifacts (agendas, meeting minutes, etc.), calendar, Google classrooms</td>
<td>Administration and Mr. Guverra</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Continue weekly staff meetings and articulation meetings to serve the students of St. Anthony Catholic School as a “team” of teachers.</td>
<td>Communication, artifacts (agendas, minutes, etc.) MAP data.</td>
<td>Administration and mentor teachers</td>
<td>Ongoing</td>
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Goal: Support the integration of advance technology applications to improve instruction, enhance student engagement, and maximize learning in a 21st century classroom.

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<tr>
<td><strong>Objective</strong></td>
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<tr>
<td>Provide a variety of opportunities for staff to develop technology skills for instruction, communication and presentation.</td>
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<tr>
<td>Provide focused professional development and student programs</td>
</tr>
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For WASC/WCEA revisit December 7, 2017
designed to information
safe and responsible use
of social media and
web.

online materials

Technology Implementation

The school building dates back to 1955 and for several decades was the victim of deferred maintenance. For the past two decades, St. Anthony Catholic School has been diligent in efforts to rectify the situation in conjunction with the parish maintenance staff. Several major capital improvements have been financed through the Bishop's Ministry Appeal, donations and parish assistance and include: installing a computer lab in the school library, installation of a large screen monitor in computer lab, purchase of a computer cart with thirty-two (32) computers for classroom use, purchase of Kindle Fires for classroom use in lower grades, updating campus Wi-Fi with the addition of access points in each classroom, and updating of internet wiring and ports.

Goal: Have an annual operating budget that includes routine maintenance needs, upgrades and future planning considerations in a logical manner.

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<tr>
<td><strong>Objective</strong></td>
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<tr>
<td>Ensure annual school budget reflects technological needs of the school to include setting money aside in a deferred account for future replacement needs.</td>
</tr>
<tr>
<td>Obtain cost estimates and prioritize improvements taking into consideration cost vs. need and sources of funding.</td>
</tr>
<tr>
<td>Seek technology grants for capital needs.</td>
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</tbody>
</table>
| Create a technology plan that incorporates a replacement schedule for our computers and other devices. | Communication artifacts (agendas, meeting minutes, etc.), completed technology plan | Technology committee | Phase 1 - Spring 2017  
Phase 2 - Spring 2018 |
**Goal:** The Technology Committee will assist in overseeing the technological needs of the school.

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<thead>
<tr>
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<tbody>
<tr>
<td>Seek out parents, teachers and parishioners that have current knowledge of technological devices/software, academics, infrastructure and planning for the future in these areas, to be on the Technology Committee.</td>
<td>Communication, artifacts (agendas, minutes, etc.), school newsletter, emails</td>
<td>Principal, School Advisory Council and Pastor</td>
<td>COMPLETED - Fall 2016</td>
</tr>
<tr>
<td>Meet regularly with Technology Committee to assess current and future needs of the school curriculum, devices and infrastructure.</td>
<td>Communication artifacts (agendas, minutes, emails, etc)</td>
<td>Principal, Technology Committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Stay abreast of technological advances as they pertain to education.</td>
<td>Technology committee, teachers, Principal</td>
<td></td>
<td>Ongoing</td>
</tr>
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**Student Data Analysis**

It is the policy of the Diocese of Stockton that all students attending Catholic schools within the diocese will take the same standards based assessment at the end of the school year. For many years the test conducted was the Iowa Standards Based Test. With the implementation of the Common Core State Standards, Terra Nova was implemented by the diocese. During the spring of 2017 St. Anthony Catholic School took the step to implement Northwest Evaluation Association’s Measure of Academic Progress (MAP test). It is the intention of St. Anthony Catholic School to MAP test students in grades Kindergarten through Eight each fall and spring, in addition to the Terra Nova testing mandated by the diocese. It is important to note that St. Anthony Catholic School teachers and administration understand that student data analysis is made up of much more than standardized testing; conversations with students, teacher observation, pre/post-tests, writing samples and more, help in having a well-rounded understanding of how our students are doing.
### Action Plan

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<tbody>
<tr>
<td>Provide annual, in-depth, teacher training on NWEA’s MAP testing website.</td>
<td>Communication, artifacts (agendas, minutes, etc.)</td>
<td>Principal, mentor teachers</td>
<td>Annually in September</td>
</tr>
<tr>
<td>Ensure teachers have an understanding of the meaning of percentile scores, RIT scores, and learning objectives as identified within the testing data such that they are able to communicate this information to parents, administration and other teachers.</td>
<td>Communication artifacts (agendas, minutes, etc)</td>
<td>Principal</td>
<td>COMPLETED - September 2017</td>
</tr>
<tr>
<td>Provide time at staff meetings for teachers to review testing data and converse with other grade level teachers on the status of student learning objectives.</td>
<td>Communication artifacts (agendas, minutes, etc)</td>
<td>Principal, teachers</td>
<td>Ongoing</td>
</tr>
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### Goal: Step Up to Writing rubrics will be the standard for writing across the curriculum to ensure continuity between grade levels.

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<th>Timeline</th>
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<tbody>
<tr>
<td>Articulation teams will review Step Up to Writing rubrics to ensure the rubrics are grade level appropriate for each subject area.</td>
<td>Communication artifacts (agendas, articulation minutes, etc.)</td>
<td>Articulation teams</td>
<td>COMPLETED - September 2017</td>
</tr>
<tr>
<td>Articulation teams will meet no less than three times per year to review writing samples and assess student writing needs.</td>
<td>Communication artifacts (agendas, articulation minutes, etc)</td>
<td>Articulation teams</td>
<td>Ongoing prior to the end of each trimester.</td>
</tr>
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**Goal:** Teachers will use multiple approaches for assessing students.

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<tbody>
<tr>
<td>Provide teachers with professional development in using multiple approaches for assessing students.</td>
<td>Communication artifacts (agendas, minutes, etc.), calendar, PD take-aways/materials</td>
<td>Principal</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Teachers will use MAP results to create academic goals with students for the current school year and discuss goals with parents during parent/teacher conferences.</td>
<td>MAP test results, goal planning sheets, conference notes</td>
<td>Teachers</td>
<td>Annually at first teacher conference in Fall</td>
</tr>
<tr>
<td>Teachers will compare data from multiple sources and observation to understand the preferred learning styles of their students.</td>
<td>Articulation meeting notes, student work, observation notes, assessment data.</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Teachers will use class time in such a way that they are able to meet with students individually or in small groups to assess learning in a variety of ways.</td>
<td>Lesson plans, curriculum map, assessment data.</td>
<td>Technology committee</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Annual evidence of student assessments/writing samples will be kept in an electronic portfolio accessible to teachers/administrators and WASC visiting teams.</td>
<td>Student samples, goal worksheets, One Drive access</td>
<td>Teachers</td>
<td>Annually</td>
</tr>
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For WASC/WCEA revisit December 7, 2017
Curriculum Planning

In looking for ways to include all learners in a high-quality, standards-based education, St. Anthony Catholic School will ascertain ways in which the curriculum can be developed to include all learners. It is our intention to ensure that all students have genuine opportunities to learn in their preferred learning style. The curriculum does this through learning that reflects what is known about students in general and about these students in particular, as well as about the sequences in which students acquire specific concepts, skills, and abilities, building on prior experiences. Teachers will provide continuity in the use the curriculum and their knowledge of students’ interests in planning relevant, engaging learning experiences; and they keep the curriculum in mind in their interactions with students throughout the day. In this way teachers ensure that students’ learning experiences are consistent with St. Anthony Catholic School goals for students and connected within an organized, vertical alignment of learning objectives.

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<tbody>
<tr>
<td>Create a team of teachers to review CCSS based curriculum for school adoption.</td>
<td>Reception of curriculum to review, meeting minutes</td>
<td>Administration and teachers</td>
<td>COMPLETED - ELA 2017-18 grades K-2 and grades 6-8 Reviewing MATH 2017 for adoption in 2020</td>
</tr>
<tr>
<td>Create a timeline for implementation of ELA curriculum and Math curriculum so that all grades are CCSS compliant in all subject areas by 2020.</td>
<td>Calendar, PD artifacts (agenda, take aways, materials, etc.), online materials</td>
<td>Administration and teachers</td>
<td>Ongoing</td>
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## Goal: Ensure streamlined implementation of new curriculum.

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<th>Responsibility</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>Ensure the teachers are provided the professional development necessary to implement the new curriculum.</td>
<td>Communication artifacts (agendas, minutes, etc.), calendar, PD takeaways/materials</td>
<td>Administration and teachers</td>
<td>ELA PD scheduled November 2017</td>
</tr>
<tr>
<td>Provide teachers articulation time to allow for vertical alignment of the curriculum.</td>
<td>Articulation meeting notes, student work, observation notes, assessment data.</td>
<td>Teachers</td>
<td>Ongoing</td>
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## Goal: Provide a cohesiveness of teaching curriculum through all grade levels.

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<th>Responsibility</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>Teachers will use school adopted curriculum in its intended manner.</td>
<td>Lesson plans, curriculum maps, observation/feedback</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Teachers will provide students with objectives and/or “can do” statements with the lessons they are teaching. Objectives will also be noted in the teachers’ lesson plans.</td>
<td>Lesson plans</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Teachers will use common language in all subject areas.</td>
<td>Lesson plans, curriculum maps, handouts, google classroom information, RenWeb</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Provide opportunities for teachers to observe in each other’s classrooms to include discussion time following observations.</td>
<td>Articulation meeting notes, observation notes</td>
<td>Principal and teachers</td>
<td>Ongoing</td>
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Goal: Schoolwide learning expectations (SLEs) will be a daily part of all lessons.

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<tbody>
<tr>
<td>Teachers will identify what Religion, Organization, Communication and Knowledge look like in their individual classrooms and what their expectations are to earn monthly ROCK awards.</td>
<td>Lesson plans</td>
<td>Teachers</td>
<td>Annually with ongoing review</td>
</tr>
<tr>
<td>Teachers will use the SLEs as a part of their daily classroom language.</td>
<td>Lesson plans, handouts, google classroom, RenWeb</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>All lessons will have SLEs attached to the objective.</td>
<td>Lesson plans, handouts, google classroom, RenWeb</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
<tr>
<td>SLEs will be assessed through grades, electronic portfolios and other documentation as deemed relevant by the teacher.</td>
<td>Student samples, google classroom, RenWeb, One Drive access</td>
<td>Teachers</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
Improve Student Learning for Catholic Schools

Appendix D
Record of ISL Meetings

Date of Meeting: 9/14/16
Time of Meeting: 1:00 pm

Attach list of participants and their role as a shareholder (e.g., staff, parent, student, etc.) Jennifer Dalen, Desiree Aguirre, Deb Fox, Nicole Santos, Michelle Crowley, Lynn Poncini, Kim Morenz, Donna Young, Jodi Verhoeven, Nancy Hogel, Jessica Wharton, Patti Smith, and Susie Dickert

Kind of Meeting: (Check one ... Also, provide identification of the specific group.)
☐ Leadership Team ☐ Self Study Committee
☒ Other (specify group) Faculty (including preschool and enrichment teachers)

Purpose of Meeting: (check the box that corresponds to the purpose)
☐ Direct the accreditation process
☐ Receive training in the accreditation process
☐ Discern and report involvement and collaboration of shareholders in completing the Self Study
☐ Identify causes of trends discovered in completing the school profile
☐ Discern and report school progress from the last accreditation visit
☐ Discuss and clarify the Catholic identity of the school (3A)
☐ Discuss and clarify the purpose of the school (mission, philosophy, SLEs, etc.) (3B)
☒ Discuss and clarify the organization/governance structures of the school (3C)
☒ Discuss and analyze school data that supports student learning (3D)
☒ Discuss and clarify learning expectations (curriculum, SLEs, etc.) of the students (3E)
☑ Discuss and clarify instruction to support student learning (3F)
.reflect draft of our on-going efforts and action plans for the next ISL
☒ Discuss school resources to support student learning (3H)
☐ Identify significant accomplishments for chapter 3—
☐ Identify goals to support student learning for chapter 3—
☐ Write/review/edit the narratives for chapter 3—
☐ Identify critical goals to improve student learning
☐ Formulate an action plan to address the critical goals
☐ Other

Summary of Major Accomplishments/Insights of this Meeting: (bullet format)
• One-on-one meetings with teachers monthly
• Writing rubrics
• Triangulation of Terra Nova data

Explanatory Notes:

As a part of the evaluation process and as a way to help teachers with meeting individual goals, the principal will meet with teachers monthly to discuss goals and to receive updates on how each are doing in meeting their goals. We also discussed the format of the meetings and the rubric for the final evaluation at the end of the year.

Teachers have been trained in Step up to Writing however not all teachers are using the rubrics for this writing program. The principal suggested we take a look at other writing rubrics such as the ones used for the state testing (Smarter Balanced). After discussing with the teachers, it was determined that we would use the Step up to Writing rubric for all grade levels.

We sat down with the data from the Terra Nova test of Spring 2016 and compared to how students are currently doing in their current math class. Since the year is fairly new, students are in the process of reviewing work from the previous year. Notation was made on students that are falling behind and need additional assistance. Tutoring assistance was offered during the school day by one of our aides to be able to work either one on one or in small groups to assist with foundational work. Teachers will prepare a schedule for the aide to meet with those students during the day and forward to the principal.
Improving Student Learning for Catholic Schools

Appendix D:
Record of ISL Meetings

Date of Meeting: 8/10/16 Time of Meeting: 10:00 am

Attach list of participants and their role as a shareholder (e.g., staff, parent, student, etc.) See attached staff list.

Kind of Meeting: (Check one … Also, provide identification of the Specific group.)
- Leadership Team
- Self Study Committee
- Other (specify group)

Purpose of Meeting: (check the box that corresponds to the purpose)
- Direct the accreditation process
- Receive training in the accreditation process
- Discern and report involvement and collaboration of shareholders in completing the Self Study
- Identify causes of trends discovered in completing the school profile
- Discern and report school progress from the last accreditation visit
- Discuss and clarify the Catholic identity of the school (3A)
- Discuss and clarify the purpose of the school (mission, philosophy, SLEs, etc.) (3B)
- Discuss and clarify the organization/governance structures of the school (3C)
- Discuss and analyze school data that supports student learning (3D)
- Discuss and clarify learning expectations (curriculum, SLEs, etc.) of the students (3E)
- Discuss and clarify instruction to support student learning (3F)
- Discuss and clarify support structures for student learning (3G)
- Discuss school resources to support student learning (3H)
- Identify significant accomplishments for chapter 3___
- Identify goals to support student learning for chapter 3___
- Write/review/edit the narratives for chapter 3___
- Identify critical goals to improve student learning
- Formulate an action plan to address the critical goals
- Other

Summary of Major Accomplishments/Insights of this Meeting: (bullet format)
- Expectations for the school year
- In Depth Study for the year: Math
- SLE revisit

Explanatory Notes:

This was the first meeting of the year with the entire staff. We discussed expectations for the school year including lesson plans within RenWeb and what should be included on the lesson plans (SLE, Standard, lesson objective), student discipline, safety, homework, etc. (see attached agenda). We also discussed the previous WASC visit and what the critical goals were that we need to ensure that we address in the coming school year.

This year we are doing our in-depth study in Math. Ms. Crowley will be working with the principal and the staff of math results and analyzing students needing additional assistance. We have set aside an aide to help with one-on-one and small group intervention.

During the last WASC visit, the SLEs were revised to ROCK (Religion, Organization, Communication and Knowledge). We discussed whether a rubric needs to be created for our ROCK monthly awards, clarification of our SLEs in the Parent/Student handbook, and how to incorporate ROCK into our discipline reflection sheet. We will continue to meet and discuss in future meetings.
Improving Student Learning for Catholic Schools

Appendix D
Record of ISL Meetings

Date of Meeting: 9/22/16
Time of Meeting: 6:00 pm

Attach list of participants and their role as a shareholder (e.g., staff, parent, student, etc.) Fr. Chad Wahl, Susie Dickert, Jennifer Carranza, Toni Raymus, Craig Yeszin, Kelly Holdren and Rowena Tebaldi

Kind of Meeting: (Check one ... Also, provide identification of the Specific group.)
☑ Leadership Team    ☐ Self Study Committee
☐ Other (specify group)

Purpose of Meeting: (check the box that corresponds to the purpose)
☐ Direct the accreditation process
☐ Receive training in the accreditation process
☐ Discern and report involvement and collaboration of shareholders in completing the Self Study
☐ Identify causes of trends discovered in completing the school profile
☑ Discern and report school progress from the last accreditation visit
☐ Discuss and clarify the Catholic identity of the school (3A)
☐ Discuss and clarify the purpose of the school (mission, philosophy, SLEs, etc.) (3B)
☑ Discuss and clarify the organization/governance structures of the school (3C)
☐ Discuss and analyze school data that supports student learning (3D)
☐ Discuss and clarify learning expectations (curriculum, SLEs, etc.) of the students (3E)
☐ Discuss and clarify instruction to support student learning (3F)
☐ Discuss and clarify support structures for student learning (3G)
☐ Discuss school resources to support student learning (3H)
☐ Identify significant accomplishments for chapter 3-___
☐ Identify goals to support student learning for chapter 3-___
☐ Write/review/edit the narratives for chapter 3-___
☐ Identify critical goals to improve student learning
☑ Formulate an action plan to address the critical goals
☐ Other ________________________________

Summary of Major Accomplishments/Insights of this Meeting: (bullet format)
• 5 year plan – security and parking
• Development Committee
• SAS Annual report

Explanatory Notes:

The school's strategic plan is being revised with the institution of the new principal and new pastor. Fr. Chad has contracted with an architect to make changes to the parking lot and security of the school. A draft of the plan was presented to the Advisory Council for input. Fr. Chad explained that with the addition of families to the Manteca and Lathrop areas, that the church should see an increase in attendance at both the school and the church which would necessitate the need for additional parking areas.

As a part of the implementation of new critical goals, the principal is creating a Development Committee to assist the school in marketing, alumni development, recruitment of new students and scholarship funding as a part of the strategic plan. The SAC board will assist in oversight of this new committee and help develop where applicable.

The principal will be unveiling a St. Anthony School Annual Report during Catholic Schools Week in January of 2017. Fiscal accountability was a noted area of weakness from communications with school staff, parish staff and school families. As a part of the Annual Report – governance and current structure of the school will be communicated.
Improving Student Learning for Catholic Schools

Appendix D
Record of ISL Meetings

Date of Meeting: 8/22/16  Time of Meeting: 8:30 am

Attach list of participants and their role as a shareholder (e.g., staff, parent, student, etc.) Susie Dickert and Russ Antracoli

Kind of Meeting: (Check one … Also, provide identification of the Specific group.)
☑ Leadership Team  □ Self Study Committee
□ Other (specify group)

Purpose of Meeting: (check the box that corresponds to the purpose)
□ Direct the accreditation process
☑ Receive training in the accreditation process
□ Discern and report involvement and collaboration of shareholders in completing the Self Study
□ Identify causes of trends discovered in completing the school profile
☑ Discern and report school progress from the last accreditation visit
□ Discuss and clarify the Catholic identity of the school (3A)
□ Discuss and clarify the purpose of the school (mission, philosophy, SLEs, etc.) (3B)
□ Discuss and clarify the organization/governance structures of the school (3C)
□ Discuss and analyze school data that supports student learning (3D)
□ Discuss and clarify learning expectations (curriculum, SLEs, etc.) of the students (3E)
□ Discuss and clarify instruction to support student learning (3F)
□ Discuss and clarify support structures for student learning (3G)
□ Discuss school resources to support student learning (3H)
□ Identify significant accomplishments for chapter 3-____
□ Identify goals to support student learning for chapter 3-____
□ Write/review/edit the narratives for chapter 3-____
☑ Identify critical goals to improve student learning
☑ Formulate an action plan to address the critical goals
□ Other__________________________

Summary of Major Accomplishments/Insights of this Meeting: (bullet format)
- Principal received training on WASC/WCEA
- Reviewed Report of Findings and Critical Goals
• Formulated a plan to revise critical goals based upon visiting team's recommendation

Explanatory Notes:

Susie Dickert is a new principal to St. Anthony’s School this year. Russ Antracoll provided support as to the annual reports that need to be filed and meetings that need to take place to meet the goals for each year and what to expect during the WASC visits.

Russ and Susie reviewed the Report of Findings and Critical Goals provided by the visiting committee at their last visit in the school year 2015-2016. The visiting committee recommended revising the critical goals within their Report of Findings, but to date this had not yet been done. Russ and Susie then formulated a plan to revise the goals to meet their suggestions.

The Annual Report for the 2015-2016 school year had been submitted to Tom Butler, but not in the correct format. It was also suggested that the Annual Report be re-done in the correct format and submitted so that the goals could be revised.
Improving Student Learning for Catholic Schools

Appendix D
Record of ISL Meetings

Date of Meeting: 10/26/16
Time of Meeting: 3:30 pm

Attach list of participants and their role as a shareholder (e.g., staff, parent, student, etc.) Kim Morenzono, Nancy Hogle, Desiree Aguirre, Lynn Poncini, Michelle Crowley, Jodi Verhoeven, Deb Fox, and Susie Dickert

Kind of Meeting: (Check one ... Also, provide identification of the Specific group.)
- Leadership Team
- Self Study Committee
- Other (specify group) - Faculty

Purpose of Meeting: (check the box that corresponds to the purpose)

- Direct the accreditation process
- Receive training in the accreditation process
- Discern and report involvement and collaboration of shareholders in completing the Self Study
- Identify causes of trends discovered in completing the school profile
- Discern and report school progress from the last accreditation visit
- Discuss and clarify the Catholic identity of the school (3A)
- Discuss and clarify the purpose of the school (mission, philosophy, SLEs, etc.) (3B)
- Discuss and clarify the organization/governance structures of the school (3C)
- Discuss and analyze school data that supports student learning (3D)
- Discuss and clarify learning expectations (curriculum, SLEs, etc.) of the students (3E)
- Discuss and clarify instruction to support student learning (3F)
- Discuss and clarify support structures for student learning (3G)
- Discuss school resources to support student learning (3H)
- Identify significant accomplishments for chapter 3-
- Identify goals to support student learning for chapter 3-
- Write/review/edit the narratives for chapter 3-
- Identify critical goals to improve student learning
- Formulate an action plan to address the critical goals
- Other

Summary of Major Accomplishments/Insights of this Meeting: (bullet format)
- Teachers need additional tools to help identify student learning capabilities.
• Common understanding/expectation of what is needed in student “evidence” folders
• Principal’s expectation of what should be communicated to students about SLEs, standards and learning objectives for each subject, daily.

Explanatory Notes:

The teachers are in need of additional tools to help with instruction to help differentiate it for students that are falling behind or exceeding expectations in the classroom. The online program IXL was discussed as a possible tool to assist students in math. The cost of the program was discussed and teachers are in agreement that this tool would be helpful for their students. The Principal will wait for a consensus from all teachers’ needs are and order within the next two weeks.

The student folders that are passed from class to class each year had evidence of writing samples and language usage samples. We discussed that this folder should incorporate all aspects of our SLEs into one folder. For instance, all folders should have the rubrics for communication (presentations), organization (note taking skills, desk checks, etc.), religion (checklist of prayers learned) within the folders as well. This will be instituted for all grade levels.

The principal explained that all teachers do well putting their agendas on the board in front of their students, especially at the upper grades. However, teachers need to start making sure the students are aware of the learning expectation for the lesson being taught, the standard and the SLE(s) for the lessons as well.
For the Week of August 14th

Monday
8:15 Morning Prayer in the Gym
Tuesday
5:00 Mass - Assumption of Mary
Choir to be in the church at 8:20
2:15 Student Council in Room 8
Wednesday
12:00 Dismissal
12:30 Staff Meeting in Room 8 (agenda below)
Thursday
Friday
Judi Sardi will be here at recess to meet with teachers in copy room

Upcoming Important Dates
Aug 21 - Mixed Bag Sales begin
Aug 28 - Spirit Day with canned food item

Staff Meeting Agenda - no order to items
- Computer Cart - whole cart v. station rotation time and update on cart
- Living with the forces - fire drills, recesses, etc.
- Phone training
- Student file folders into OneNote
- MAP data review
- County Spelling Bee?
- Eclipse Aug 21 starts at 9 height at 10:15 - any lessons?
- 6th Grade
- WASC revisit - December 7

Meet with Diocesan coaches on Friday (informal during recess break in copy room)
Meet with your articulation teams, let me know if you need anything from me.

Minutes
We have 10 computers updated now and Jason is working on other 22 computers. Hope to have all completed by Labor Day.
We will re-address once gates are in place.
Put printers in them, you can’t hurt the phones.
I will be asking for 7th grade folders first with a deadline to have all folders input into One Note by December 7.
See Poway Unified School District - search Poway MAP scores for additional information http://www2.powayusd.com/projects/edtechcenter/IMAPS/Parents.html#Student Goal Setting
Never get a clear answer, assuming yes and I will get forms to you.
Please send something home to parents about what lesson you will be doing.
Order with Pem - colors will be forthcoming to your emails.
I will be asking for 7th grade folders first with a deadline to have all folders input into One Note by December 7.
Revisit next week - will stay on the agenda until December 7.
Judi Sardi and other coach will be here Friday.

8th and Michelle please let me know what dates we will need a substitute to allow for viewing each others classrooms.
*In case you were wondering - 8th and Michelle are in classrooms as coaches and are not evaluating your teaching.
For the Week of August 21

Monday
8:15 Morning Prayer
Mixed Bags forms will be sent home today

Tuesday

Wednesday
9:00 Mass (7/8 1st reading; 5/6 Prayers of the Faithful; 3/4 Responsorial; 1/2 Gifts)

Thursday

Friday
Susie out of office today
Spirit Day with canned food
9:00 am classrooms - Just for Kids Dental presentation for K-1-2

Upcoming Important Dates
Sept 13 - Blue Mass (student council will be in charge of all Mass jobs)
Sept 28 - Back to School Rally in Gym
Young Rembrandts will be in classroom 2 starting 8/28
Bricks4Kidz will be in classroom 4 starting 8/31

Staff Meeting Agenda
Living with the fences - fire drills, recesses, etc.
Update on Student Files into One Note
WASC visit - December 7 - review long range plan
Shirts - let Pam know
Sign up sheet for the August 30 pot luck is on the copy room door.
Give Sue at least 48 hours notice if your class will not be eating in the cafeteria.
Check with students for Sunday lectors for school Masses - went home in newsletter today. On 9/7 at 2:30 they will be trained by Debbie Rivas

Minutes
We will do a mock fire drill on Tuesday at 2:00 and walk through a fire drill without bells.
Susie will wait until new copier is delivered next week to start scanning folders.
Handed out draft of long range strategic plan and revisit progress report for teacher input and corrections
FYI
FYI
FYI
FYI - talk with students

Handed out Keeping Kids' Attention and Forming Catholic Conscience in Children and Youth
Guillemo Garcia came in and discussed coming into classrooms to teach music one day a week
For the Week of August 28th

Monday
8:15 Morning Prayer in the Gym
Young Rembrants after School room 2
KoC present donation check to school

Tuesday
Free Dress for July August birthdays
2:00 Mock Fire Drill to figure out the fencing
3:15 Student Council Meeting
(Postponed due to teachers being out)

Wednesday
9:00 Mass (7/8 1st reading; 5/6 Prayers of the Faithful; 3/4 Responsorial; K/1/2 Gifts)
3:30 Staff Meeting Room 8

Thursday
Bricks4Kidz after school room 4

Friday
No School
Car pool to Diocese - Mass at 9:00 am
Teachers will email if they will NOT be here to carpool

Upcoming Important Dates
MAP Testing starts week of September 5
Sept 13 - Blue Mass (student council will be in charge of all Mass jobs)
Sept 28 - Back to School Rally in Gym

Staff Meeting Agenda
WASC visit December 7
MAP testing
*short meeting today due to parent/principal conference

Minutes
Review WASC report in articulation teams for changes and report out
Susie will send out testing schedule - waiting on Jason to confirm wifi issues have been taken care of
we will use both laptops and computer lab
For the Week of September 4

Monday  
No School - Labor Day

Tuesday  
Hearing Tests grades K, 1, 2, 5, 8

Wednesday  
9:00 Mass (7/8 1st reading; 5/6 Prayers of the Faithful; 3/4 Responsorial; K/1/2 Gifts)  
3:30 Staff Meeting Room 8

Thursday  
Bricks4Kidz after school room 4  
Susie out in the morning for diocesan principal's meeting

Friday  
Last day for mixed bags sales

Upcoming Important Dates
One on one meetings start this week  
MAP Testing starts week of September 5  
Sept 13 - Blue Mass (student council will be in charge of all Mass jobs)  
Sept 15-17 Harvest Festival - set up will start on Wednesday: please plan to park in main lot Wed-Fri of this week.  
Sept 28 - Back to School Rally in Gym

Staff Meeting Agenda

Minutes

One on One meetings  
Just meeting to see how the beginning of school is going - we will begin setting goals at our next meeting

MAP testing  
Will copy RIT score sheet for everyone and put in your boxes

WASC visit December 7  
Teachers will be observing/meeting in each others classrooms as a part of our goals/objectives  
Kim will share verbal/written communication log with everyone for review
For the Week of September 11

Monday
Installation of Officers at Morning Prayer
Map Testing and Make-ups

Tuesday
Map Testing and Make-ups

Wednesday
Park in main lot - leave teacher lot open for playground
9:00 Blue Mass with reception following
PE will most likely be in classrooms - depending on gym set up
12:00 Dismissal
12:30 Staff Meeting
Festival Set up Begins
Preschool Drive Thru Dinner

Thursday
Park in main lot - leave teacher lot open for playground
Bricks4Kidz after school room 4
Festival Set up continues

Friday
Park in main lot - leave teacher lot open for playground
Free Dress 7/8 grade to help with Festival Set up
PE in classrooms

Upcoming Important Dates
One on one meetings continue
MAP Testing and make ups this week
Sept 28 - Back to School Rally in Gym

Staff Meeting Agenda
WASC visit December 7
Religion Curriculum
Checklist Writing Evidence

Minutes
Reviewed religion curriculum by grade to ensure it is aligned vertically
This needs to be developed further. Teachers to continue to discuss at articulation meetings
For the Week of September 18

Monday  
No School  
Festival take down

Tuesday

Wednesday  
9:00 Mass

Thursday  
Bricks4Kidz after school room 4

Friday

Upcoming Important Dates
One on one meetings continue  
Sept 28 - Back to School Rally in Gym

Staff Meeting Agenda  
WASC visit December 7

Minutes  
NO MEETING TODAY
For the Week of September 25

Monday
Monday Morning Prayer

Tuesday
Young Rembrandt

Wednesday
9:00 Mass
1:30 Back to School Rally

Thursday
Bricks4Kidz after school room 4

Friday
Drive thru dinner

Upcoming Important Dates
One on one meetings continue
Parent Teacher Conferences

Staff Meeting Agenda
WASC visit December 7
Meet with Judi and Kelly from the Diocese
Review MAP test results and NWEA website

Minutes
How are we doing as a school and as a staff. What are we doing well and what are our challenges. Anonymous results will be provided at a later date.

How to print reports, view reports and read reports. Sample sheets were handed out to be able to converse parents on how to read the reports.

Looked at the PUSD website for additional resources.
<table>
<thead>
<tr>
<th>Day</th>
<th>Schedule</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Morning Prayer</td>
<td>Parent Teacher Conferences</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Parent Teacher Conferences</td>
<td>Parent Teacher Conferences</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Blessing of the Animals</td>
<td>Parent Teacher Conferences</td>
</tr>
<tr>
<td>Thursday</td>
<td>No Brick-Off</td>
<td>Parent Teacher Conferences</td>
</tr>
<tr>
<td>Friday</td>
<td>Parent Teacher Conferences</td>
<td>Tacos &amp; Tequila</td>
</tr>
</tbody>
</table>

**Upcoming Important Dates**

- **November 1st**: School open for the first time
- **November 12th**: Parent-Teacher Conferences
- **November 13th**: Beginning of the new school year
- **December 1st**: School open for the second time

**WASC Visit December 7**
For the Week of October 9

Monday  
No School

Tuesday  
3:15 Student Council Meeting

Wednesday  
9:00 Mass  
12:00 Dismissal  
1:00 Diocesan PLC in gym

Thursday  
6:00 World Studies meeting  
6:00 Penance meeting in Cry Room  
6:30 Chili Cook Off

Friday  
2:00 Rosary

Upcoming Important Dates
Wed. 10/11  PLC Training Today at SAS - NO FACULTY MEETING

Staff Meeting Agenda
WASC Visit December 7
Primary Grade's Articulation (PreK - 3rd)

Michelle Crowley

Topics (3)

Michelle Crowley
Oct 13

No Articulation Meeting October 11, 2017
District PLC

Michelle Crowley
Oct 13

Step Up to Writing

Book Summary Topic Sentences

character.docx
Google Docs

setting.docx
Google Docs
Desiree Aguirre  Oct 13
Michelle, thank you for providing these great writing tools. They will be very helpful for my students.

Michelle Crowley  Oct 4

No Articulation Meeting October 4, 2017
Parent/Teacher Conferences
To document the conferences in RenWeb, go to Student, click on a name, and parent/teacher conference is located on the list on the right-hand side of the screen.

Michelle Crowley  Oct 4

Minutes from Articulation Meeting September 27, 2017
Received MAP testing data in preparation for parent/teacher conferences.
Reviewed the summary report with projected goal which will be given to parents at the conference.
Discussed using projected goal in the summary report as the measurable portion for developing SMART goal with the students.
Discussed how Saxon math has matched up Common Core standards to the programs lessons. Teachers still favor Saxon math to Common Core programs. Teachers will investigate supplementing project-based learning into the Saxon program.

Also, in the General Resources located above the leveled reading, there are some virtual field trips.

Another area I found in Studies Weekly for K-2 are some leveled readers to print. They seem to be related to the Social Studies newspapers not the science. You have click on one of the weeks and scroll down passed the article and any questions the article has to get to this section.

Just in case in did not see it, there is a new section in Studies Weekly called Project Time.
Minutes from Articulation Meeting September 13, 2017
Review how each teacher is utilizing the different parts on the new Religion curriculum.
3rd, 4th, 5th have less structure to the program lessons. Some lessons are short while others have too many activities.
Teachers discussed not using all the activities on longer lessons and supplementing on shorter lessons with Saint activities, religion videos, etc.
Discussed keeping Saxon Math or switching to Go Math. Teachers strongly support Saxon Math.
Teachers will work on using the pacing outline to integrate Common Core standards into lesson plans.
Teacher will look through program to find performance-based projects that incorporate Common Core.

Journey’s Reading Program

(Another just in case you have not found this in Think Central) There are short grammar videos available for your weekly grammar lessons. They can be found under Teacher Resource or Student Resource in the Resource Box on the dashboard. Click on either Teacher Resource or Student Resource. In the yellow box click on Video Hub. On the side a link to GrammarSnap Videos should appear. Also, there is a link to Stream to Start which are little cute introduction videos for each of your unit themes.

GrammarSnap Video.png
Image

2 class comments
Journey's Reading Program

Just in case you have not found this in Think Central. You can have students listen to the leveled readers on the computer. The computer not only reads the leveled readers, it highlights the words as the students are listening. You can find it on your dashboard in the resource box.

Leveled Reader on Dashboard.png
Image

Minutes from Articulation Meeting September 6, 2017
Discussed setting up classroom collaboration.
Crowley with Burkland September 8 (10:45-11:45) modeling Step Up to Writing
Crowley with Abrew September 11 (10:00-10:45) working with math groups
Crowley with Abrew September 19 (8:00-8:45) TBD
Crowley with Burkland September 19 (8:45-9:45) considering working with math stations
Crowley with Aguirre September 19 (10:00-10:45) working with stations
Discussed computer program STARFALL and ABC MOUSE to supplement reading program for PreK-2nd. Teachers will take time to explore the two programs independently and make a decision at later date.

St. Anthony School Manteca Sep 15
It looks like you double booked yourself at 10 am with Abrew and Aguirre
I attached a SMART Goal planner. It gave me a little guidance about how to explain a goal to my students.

Smart Goal Planner.pdf
PDF

Minutes from Articulation Meeting August 30, 2017
Researched different formats for completing student goals.
The format includes math goal, reading goal, and behavioral goal.
Discussed with principal and decided to do before conferences with only the student instead of involving parent.
Goals will be completed one-on-one using the MAP testing results as guidelines.
Teacher will guide the goal and student will decide the "I will..." portion.
Will show parent the goal during conference.
Compare and Contrast 3rd blank.docx
Word

Compare and Contrast 4th blank.docx
Word

Add class comment...

Michelle Crowley
Sep 4 (Edited Sep 4)

Step Up to Writing

Compare and Contrast Outline Example

Compare and Contrast 1st.docx
Word

Compare and Contrast 2nd.docx
Word

Compare and Contrast 3rd.docx
Word

Compare and Contrast 4th.docx
Word

Add class comment...

Michelle Crowley
Sep 4
CCSS Checklist Grade 3.pdf

PDF

Add class comment...

Michelle Crowley
Sep 4

Common Core Standards

Second Grade

CCSS Checklist Grade 2.pdf

PDF

Add class comment...

Michelle Crowley
Sep 4

Common Core Standards

First Grade

CCSS Checklist Grade 1.pdf

PDF

Add class comment..

https://classroom.google.com/u/0/c/NNkKszzY2NVpa
Minutes from Articulation Meeting August 23, 2017
Discussed using goals suggested from MAP testing the students will take in September to guide student goal.
Discussed to use fall parent conference to create student goals.
Students will attend the conference with the parent.
Student with help from teacher and parent will select one of the goals from the Math and one goal from Reading to focus on during the school year.
Student with help from teacher and parent will select one behavior goal to work on during the year.
Need to research different formats to document student goals.
Articulation 4th-8th

Kim Morenzoni

Topics (0)

Kim Morenzoni
Oct 13

Minutes for 9-27-17
Print MAP Student Progress Report for Conference Week Oct 2-6, 2017
Chose GEM Kits from San Joaquin County Office - Nancy to request kits

Add class comment...

Kim Morenzoni
Sep 20

Minutes from 9/19/17
Thank you Donna for typing the minutes.

Minutes of 9-19-17 4th-8th.docx
Word

https://classroom.google.com/u/0/c/NzEYmzY2ODM1M1pa
Schedule for Tuesday, September 19, 2017
9:00-9:30 Lynn, Donna, Jodi, and Nancy visit Kim's classroom. Susie has coverage for everyone.
1:20-2:00 Kim visits Lynn's classroom
2:00-2:30 Kim visits Donna's classroom
2:30-3:00 Kim visits Jodi's classroom
Meeting Tuesday after school to discuss visits while fresh in our minds. :)

MINUTES FOR 9-13-17 FIFTH, SIXTH, SEVENTH, AND EIGHTH GRADE ARTICULATION MEETING
Mrs. Hogle included Mrs. V., the 7th grade teacher, in the Remind App

Discussion of Expository Writing in the sixth grade, emphasis on more engaging Thesis/Claim Statement in Introductory Paragraph. Work on the creative writing aspect for listener engagement.

Mrs. Morenzone discussed consistent language in the Step Up To Writing Program. Topic Sentence/Main idea and Claim/Thesis are interchangeable verbage.

Saxon Math curriculum with supplementary STEM projects. Application of math, science, technology, and engineering. Data recording of Science Projects, following the Scientific Method Format, and utilize the findings to report in and IVF format (the Step Up To Writing curriculum guide.)

Discussion of the seventh and eighth grade descriptive paragraphs, that enhance the interest of the listener.

Investigated the sixth grade google classroom problems.

Discussion of religion curriculum, alignment of the book and articulation and sharing the rich program in 6th, 7th and 8th grade. Continued discussion of enriching the religion curriculum with stories, pictures, and technology.
This has been helping me with the connection of Step Up to Writing and Common Core.

Step up to writing connection with Common Core.pdf
PDF

Add class comment...

Kim Morenzone
Sep 6 (Edited Sep 6)

Minutes from September 6, 2017
Set up a schedule for teachers to observe one another on September 19, 2017
4th, 6th, and 7th to observe a 5th grade writing lesson (personal narrative)
In the afternoon, 5th will visit classrooms
Discussed who and how we use Quick Writes in the classroom - idea is to make them a part of station rotation

Add class comment...

Kim Morenzone
Sep 6

Minutes from August 30, 2017
Discussed changes to WCEA Progress Report
Discussed meeting with students to create goals based off of Fall MAP test results

Add class comment...
Minutes from August 23, 2017
Discussed literature summary outlines from Step-Up to Writing for various grades - documents posted to Google Classroom
Shared IVF (Identify the item, choose Verb, Finish your thought) summary - great for articles, videos, or movies - document posted to Google Classroom
Shared review game "Snowball"

Add class comment...

Kim Morenzone
Sep 6

Minutes from August 16, 2017
Shared various interactive notebooks: writing, math, social studies, science
Discussed classroom organization and classroom management.
Tour of room 5

Add class comment...

Donna Young
Aug 24

Got it. Glad we have no work, yet. lol

Add class comment...
Minutes of 9-19-17
4th-8th Grade

Attendees: Lynn Poncini, Kim Morezone, Donna Young, Jodi Verhoeven, Nancy Hogle

Analysis of the day's cross-classroom observation:

- IVF – Demonstration in Mrs. Morezone’s room – 5th grade class
- Observation of classrooms by Mrs. Morezone- Outcomes
  - Expansion of paragraph to three to five paragraph length. 4th grade
  - Step Up To Writing correlation of rubrics for Oral Presentation – 6th grade
  - Expansion of the four paragraph to a five paragraph model – 7th grade
- Re-Assessment of the Checklist for Evidence – Language Arts – Writing
  - Alignment of the Common Core Standards Writing with the Evidence Checklist
  - After discussion and research, the teachers updated language utilized in our writing checklist
    - Narrative changed to Personal Narrative/Narrative
    - Persuasive to Argumentative
    - Research to Short Research
  - 5th Grade 300-500 words in length
  - 6th grade 500-600 words in length
  - 7th/8th 500-700 words in length
  - Kim Morezone will retype the checklist for the school alignment of the 4th-8th grade. It will be presented to the faculty.
  - Continued articulation of the writing in each of the classrooms
- Cross evaluation of IVF documents will be done in two weeks. Meeting during the 10/2/17 week.

Sharing of ideas:

- Supply storage unit (purchase at Lowe’s)-Pinterest
- Editing system for quick response to student writing – Teachers Pay Teachers
- STEM Challenge Data and Results document for Math project data analysis
- Discussing STEM activities on Pinterest
- No Brainers – Unacceptable Sentence Starters and Conclusions
- Science Quick Lab – Tool 9-12c&d Step Up To Writing
- Typing Club computer program
- Common Core App on our phones
St. Anthony School
GRADE LEVEL MEETING
SUMMARY FORM

Date April '96

Grade Level: (Circle one) Pre-2 3-4 5-8
Members Present: Fox, Aguirre, Burkland
Time meeting began: 3:30  Time meeting concluded: 4:00

Agenda of items discussed (list topics):

1. PLC meeting
2. math
3. differentiated instruction
4. communication

Summary of items discussed:

1. We discussed what we are to bring and share at the PLC next week

2. Math facts and curriculum for third trimester

3. Working with different levels of Students

4. Communication with parents

COMPLETE THIS FORM AFTER EACH GRADE LEVEL MEETING
KEEP A COPY IN YOUR FACULTY BINDER
PROVIDE A COPY TO THE PRINCIPAL
St. Anthony School
GRADE LEVEL MEETING
SUMMARY FORM

Date: 4-6-16

Grade Level: (Circle one) Pre-2 3-5 6-8

Members Present: Michelle Crowley, Lynn Popolici, Kim Morenzino
Time meeting began: 12:15 Time meeting concluded: 12:55
Teacher recording the notes of Meeting: Kim Morenzino

Agenda of items discussed: (list topics)
1. discipline 2. math
3. communication log 4. 

Summary of items discussed:

1. Discipline - shared issues each of us are facing in classroom & discussed ways to hold students accountable for their behavior and school work

2. Math - question asked when students are introduced to integers - 3rd grade

3. Communication log - discussed that it would be more beneficial to leave communication log for writing and speaking blank, instead of having pre-assigned genres. This would allow for teachers the flexibility to choose from year to year

COMPLETE THIS FORM AFTER EACH GRADE LEVEL MEETING
KEEP A COPY IN YOUR FACULTY BINER
PROVIDE A COPY TO THE PRINCIPAL
Minutes of Faculty 4/13/15

Actions
Mary Lou Hoffman
1:08 PM
To: Desiree Aguirre, Debbie Fox, Jennifer Burkland, Debbie Abdallah, Michelle Crowley, Carolyn Cano, Kim Morenzon, Jessica Teicheira, Korrie Bono, Nancy Hogle, Pam Kelechenyi

Present: Debbie Fox, Michelle Crowley, Carolyn Cano, Kim Morenzone, Jessica Teicheira, Nancy Hogle, Mary Lou Hoffman
Excused: Desiree Aguirre, Jennifer Burkland (student teaching), Korrie Bono

Group was asked for volunteer to take minutes. No one volunteered.
The meeting began at 3:17. The first discussion included who would be using assignment books, Nikki folders and Children's Daily Prayer Book. I wrote what each teacher wanted.
Testing dates were given. Testing begins April 27-May Completely new testing Terra Nova with grades 3, 5, 7 also taking In View, (cogat). Test books must be to the office no later than Wednesday, May 6th. Teachers were asked to send to Mary Lou as soon as they are complete.
May 1st is A which is no testing.
Teachers wrote their name as it will appear on test so all forms will have same/correct name.
There are no labels so information must be hand written. Another reminder to review test ahead of time.
There was a short but very good discussion on SLE's, making them more student friendly.
Following a safety lesson the remainder of meeting April 20th will be devoted to updating SLE's.
Suggestion acronym ROCKS... Religion, Organization, Communication, Knowledge, Service.
Michelle brought up using the St. Anthony incorporating the SLE's- these ideas will be discussed with the entire faculty on April 20th at 3:20 in 8th grade.

Respectfully submitted,
Mary Lou Hoffman
May 4, 2015 Meeting

Calendar Reminders:

May 13th

- will be May crowning of Mary
- Before Mass 8:50 am Flowers gathered. 9:00 am crowning with each student bringing a flower.
- Who will crown Mary? (Michelle asks).
- Student Council President and 8th grade President
- One more 8th grader to be in crowning.
- Students from Legion of Mary get free (special occasion) dress!
- 2nd grade will be absent- on field trip
- No Library this week due to book fair.
- Sign up for classes to visit book store is in work room!
- No Mass Wednesday this week- priests on retreat.
- Reminder- Fine Arts Night and Talent Show this week.
- Free dress with $$ donation for Nepal earthquake fundraiser.
- Kim” will send email about 2nd collection.
- Reminder 7th grade on field trip this Friday the 8th.
- Also, CAP luncheon will need help-
- Sunday reminder, is the 10:45 Children’s Mass
- Next Monday, meeting about safety and S.L.E.
- L.I.N.K- group will be coming.

May 14th

Kindergarten Orientation 1:30

May 15th

Set up for Rib Dinner on the 16th
7th grade Rosary
8th Grade Year books

May 18th

Student Council

May 19th

Hand out books but give to student on the signing 10- 11:00 AM.
Student council interviews will be 19/20th

May 20th

First Communion Mass for 3rd grade.
May 11, 2015

Faculty Meeting

Safety #3  Causes of falls.
   Good housekeeping, Watch step and falling.

Fire Inspection #4

   Classrooms and all buildings contain fire extinguishers. Richard to teach staff
   on usage before end of this school year.

Good House Keeping #5  Hazards

   Keep clean and orderly
   No Rubbish
   No combustibles
   Wastebaskets must be safe plastic

Questions?

Notes from Meeting:

2nd grade No mass attendance this week, they have a brunch before field trip.

Korrie- 7th grade room for shower on Thursday 28th 12:30pm!

Nancy- all Graduation activity is going well. Ms. Cano will assist if needed.

May 14th-

   Kindergarten Orientation Mrs. Aguirre does NOT want 8th grade helper.
   In her classroom she wants only her aid and the 2 parent volunteers.
   Only wants additional aides during ice cream social.

Student Council- interviews Tuesday/Wednesday of next week.

Olympic Day information will be distributed to student/classes this week for teams
and colors.

Crowning of Mary- Mrs. Poncini in charge. 10 Students, Mrs Aguirre has vases.
   Discussion on who will bring flowers. Last meeting all students decided...
   anyone could donate flowers. But, Legion of Mary will be the participant.
Meeting started 3:30 pm

Present: Mary Lou Hoffman, Mrs. Aguirre, Ms. Fox, Mrs. Crowley, Ms. Cano, Mrs. Morezone, Mrs. Bono and Mrs. Hogle.

- Safety Meeting: Outlets
  No extension cords connected into one another. Read over sheet, questions?

- A.R. 360
  Do we want it or not? Anyone had a chance to look at the program. Date set for May 11th to decide if we want the program. Kim states she has looked at the program and feels it is beneficial to the school and students.

- Reminder- 7/8th grade retreat. They will use the rec hall and 3 classrooms. FYI: students to bring own drinks. Soda, water- anything ok. They may attend school in free dress.

- School calendar- did everyone get it? Yes
  Reminder- next year (2015-2016) 12-3 pm on Wednesdays (2nd of the month) all schools will meet grade level.

- SLE discussion on future rubric or evaluation revised.
  R- religion
  O- organization
  C- communication
  K- knowledge
  S- service

  Identified that current SLE is weak in rubric or assessment needs. Mary Lou is going to research other schools for their assessments on SLE evaluations.
  Michelle suggests using bullets for clarification. Nancy- then do we need assessments for them?
  Michelle- why do we need rubric when we assess again? Then we just write in a paragraph form and no bullets? Parents can be involved with SLE evaluation too!
  Michelle- instead of a rubric to assess, why not a check list? Like what we use for religion.

  Idea- for O under organization- Michelle suggests for example graphic organizers. Each grade level checks off their current form of practice. Ms. Cano, yes, like a trimester check off sheet for example- two column notes.
St. Anthony School
GRADE LEVEL MEETING
SUMMARY FORM

Date: August 19, 2015

Grade Level: (Circle one) Pre-2 3-5 6-8

Members Present: 4th, 5th, 6th, 7th; (3rd & 8th @ Diocesan PLC Mtg.)
Time meeting began: 3:35 p.m. Time meeting concluded: 4:07 p.m.
Teacher recording the notes of Meeting: Donna Young

Agenda of items discussed: (list topics)

1. Stacey Attaway (4th) talked about her classroom aliens.
2. Nancy (5th) went to PLC Diocesan
3. Michelle (3rd) went to PLC Diocesan. Spelling was discussed.

Summary of items discussed:

1. Kim passed out the summary (story) booklet that flows from 3rd-8th grade.
2. Michelle will type out the syllabus of items that need to be put into the communication folder that passes throughout the grades.
3. Johi will be going over novels and literature textbook will be set aside. Common Core Vocabulary list will be passed out to 4th-6th.
4. Spelling was discussed and list for 6th, 7th, 8th will be coming from the Common Core Vocabulary list.

COMPLETE THIS FORM AFTER EACH GRADE LEVEL MEETING KEEP A COPY IN YOUR FACULTY BINER PROVIDE A COPY TO THE PRINCIPAL
Date: 8/18/15

Grade Level: (Circle one) Pre-2 3-5 6-8

Members Present: Mrs. Aguiar, Ms. Fox, Mrs. Burke

Time meeting began: 3:30 Time meeting concluded: 4:00

Teacher recording the notes of Meeting: Deborah Fox

Agenda of items discussed: (list topics)

1. Teaching Reading 2. 
3. 
4. 

Summary of items discussed:

1. Discussed importance of all components of LA need to be taught to teach a student to read, i.e., phonics, phonicemic awareness, rhyming, etc.

2. Watched video: Walden University Awareness of Struggling Readers, x 20 minutes.

3. Assessment begins right away! Identify student level. Begin teaching at their level!

4. 

COMPLETE THIS FORM AFTER EACH GRADE LEVEL MEETING
KEEP A COPY IN YOUR FACULTY BINDER
PROVIDE A COPY TO THE PRINCIPAL
Agenda for 8-10-15

Prayer

Discussion items

*SOS. Other thoughts...service, most improved?... Or leave as is?

*Church chairs. We carried that over until August
   Morning before mass
   After mass students can put them up

*Recess.
   K-4. 9:30 snack. Recess 9:45-10:00
   5-8. 10:00-10:15

*Buddies. K-5
   1-4
   2-7
   3-6

*FYI. If a child has a serious illness or is hospitalized, class
should send a card, make cards or draw pictures. Also, if you see the
parent you might inquire how the child is doing. That means so much to
child and parent. I am sure you all do this.

*Locked doors. Donna and Jodi would like to share their views.

*Pam will give you a chance for $50 gift card from Mixed Bags...50% class
participation.
   Emergency cards
   Any other supplies
   Work orders
   Emergency Form

*Jennifer Yeszin. PTG

*Please respond to an email or text message with ok or a simple
something. Someone asked me to mention this so they know you received
it! Thanks

*Please be sure student work is always up in the room as well as a
Religion board or prayer corner!

*FYI
   Request from lower grades... Would upper grades particularly (8th grade)
walk quietly in line since they are the school leaders.
   Uniform form, disciplinary form, detention? Changes?
   Please notify cafeteria a week in advance when you will be having a party
in your room, field trip or any reason class will not be eating in the
cafeteria. Email to Sue one week before would be perfect.

*Father wants a Spanish teacher so I am working on that. Hopefully we
will find one quickly. He would like it more days so students move forward
into Sp. II as freshman!
ELE'S
R. Religion (service is part of Religion)
O. Organization
C. Communication
K. Knowledge

Upon this rock I will build my church
Ask parents: How do you see your children doing this throughout the year?
Letter from office with Newsletter or from each teacher with your info to parents?

Some general points/suggestions from faculty, staff, parents, Father and I.

Please come to me with concerns, issues, problems, anything or everything to make you comfortable and for the good of the students. Nothing can be fixed or corrected if you talk among yourselves and it doesn't come to the person responsible.

We cannot work as a team unless we are honest with each other. The only way we can work together and make this the best school is to talk to the person or me and not everyone else. If there is a problem, issue or something not being followed I will speak to you twice and then there will be a letter explaining the issue in writing.

A few more suggestions for each of us to have a positive year!
Smile at parents, visitors, each other and say hello, etc. People love being greeted!
We are a Catholic school and we should have higher standards.

Being present at the door in the mornings and after school is great!
Your positive presence means so much to parents and grandparents.
Positive smiles "~
Please plan to be part of things. We will have a sign up sheet for PTG meetings. That makes it easier.

Teachers and staff looked so nice and professional during WCEA, don't students/parents deserve this everyday? (Heard this in several ways many times!) Just FYI food for thought.
(No t-shirts or jeans for mass please! Per Father Pat.) Jeans and t-shirts Fridays only.

*AR points Mandatory
K-1. Read
2. 5
3. 10
4. 15
5. 20 AR or oral report
6. 25
7/8. 30

These numbers are per trimester.

Other questions, items
*
*
Calendar notes:

*Mass on 8/19 teachers will model for students.
*Teachers will Articulate 8/19! From 3:20-ready to move on. Thirty to forty five minutes.
*I will review my calendar with you for other changes.
*We will not meet on the 12th since it is Back to School Night. I would like a copy of your Back to School hand out please.

*I will begin looking at lesson plans during the week of 8/31, that will give you time to be organized etc. You may drop them off on my desk in the morning, in my mailbox or email is fine. I will get them right back to you. I expect to see them one day during each week. Thank you. Please have them visible on your desk when I come in or if there needs to be a sub.

Hand outs! Etc.

Please remember my door is always open for you! If you need a break, please send the child to me. I keep a clear corner on the desk!

Have a great year! God bless you and I love you all as family, which we are! Happy Days ahead!

God bless each of you for the ministry you perform each and everyday.

Sent from my iPhone

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