

# Davis Guiding Coalition

February 8, 2022 7:00-7:30



Chris Brown, Tim Herold, David Minton, Mandy Lonsway, Rick O'Driscoll, Wendy Daniels, Brenda Berger, Jeanna Martin, Bren Payne

## Norms:

- There is a results oriented focus on data. (What data do we want to look at?)
- Ensure information gets to our teams and leave each meeting clear about action steps.
- The focus of the Guiding Coalition is to support teachers, the PLC work and collaborative teams.
- The Guiding Coalition does not focus on administrivia
- Guiding coalition focuses on goals the majority of the time
- Decisions and discussions are evidence or best practice based. We will avoid "I think" or "I like" statements.

**Davis Mission:** DMS is the place where everyone is cared about, and where high levels of learning take place for all.

**Davis Vision:** The Gold Standard for Wyoming Education:  
Collaboration-Instruction-Mentorship/Relationships

## Davis Middle School Collective Commitments

### Collaboration

- I protect and value collaboration time.
- I am a positive, actively prepared, contributing member of my collaborative team.
- I am coachable, and challenging myself to learn and improve in my understanding of the work.
- I am a professionally honest and trustworthy team member that communicates clearly.
- I value clear and effective ongoing professional learning at the building and district level.

### Instruction

- I work daily to ensure fidelity to a guaranteed and viable curriculum.
- I teach the essential learnings of our agreed-upon curriculum.
- I am frequently assessing to diagnose student learning.
- I intervene with those students who have not yet learned the essential learnings and extend the learning of those students who have mastered the essentials.
- I am continually implementing instructional best practices in my classroom.

- I am committed to ensuring students read and write meaningfully every day.

### **Relationships**

- I am building teacher/student relationships.
- I value each student in their individuality.
- I know that ALL students can learn at high levels.
- I actively practice strategies that are proven to build relationships with students.
- I intervene with students needing additional emotional strength.
- I look for opportunities to strengthen each other.
- I see the value in having students keep their own data and set goals.
- I will work to ensure that Davis Middle School is a safe and orderly school for every student.

### **SMART Goals:**

- **Attainable Goals**
  - Daily formative assessment in every classroom and CFAs at the end of each unit to track students progress on essential skills.
  - Davis will work toward a standards referenced grading system.
  - Davis will guarantee that our instruction and interventions will consistently get 70% of students proficient on CFA's and WY-TOPP.
- **Stretch Goal**
  - The Davis Team will set the goal every quarter to have every student proficient on the essential skills, knowledge and dispositions identified by each grade level team.

**Roles and Responsibilities: Recorder-Wendy Daniels, Weekly Memo-Brenda, Data-Rick O'Driscoll, Agenda-Chris**

### **Agenda:**

**2/8/22**

- Quick Report on 2/7/22 PD
- Employability Skills [Check List](#)
- Standards Referenced Reporting and Employability Skills [Rationale](#)
- Employability Skills [Poster](#) for Parents
- Parent Newsletter
- Parent/Teacher/Student Conferences
  
- **Maria Nelson-February 16**
  - Closing The Achievement Gap with Math Teams
  - Planning for WY-TOPP
  - Bring Blueprints, Interim Data, Upcoming Units and Pacing Guide
  - CFA Data

- PE/RA-Proficiency Scale work
- Band/Choir Proficiency Scale work
- **Monday 2/14/22 PD**
  - Matt Williams -McKinney-Vento 7:20
  - Eric Williams: 7:40
  - Holly Law (?)
  - Adrienne Unertl 8:10
  - Hats, Hallways and Backpacks

**2/1/22**

- **Prioritize Skills**
- **Scoring Employability Skills**
- **[DMS/EMS Employability Skill Poster](#)**
- **Monday, February 7th PD-Employability Skills**
  - Describe our Standards Referenced Reporting Journey
  - Employability Skills Student Checklist
  - Employability Skills Proficiency Scale
  - Employability Skills Rubric
  - Report an Employability Skills score every three weeks
  - Scoring of Employability Skills
  - Communication Plan
  - Wendy piloting third quarter
- **Staff discussion items for Monday**
- **Maria Nelson-February 16**
  - Closing The Achievement Gap
    - Planning for WY-TOPP

**1/25/22**

- **March 18 Career Day-Mandy Lonsway**
  - Time? (**Maybe start with Jaycee Carroll, presenting in the auditorium, and then ask music to start at 10:30? No kids should miss Career Day,**
  - **Mandy to send out career survey to kids to get top 6 picks.**
  - **Maybe use WIN as TGIF during that week**
  - **Basketball Boy and Girls-vs-Staff**
  - **TGI-Friday Time**
  - **Music Clinic-Start at 10:30**

- Survey for students
- Friday Mr. Brown will meet with students to do the survey -Teachers do not need to be there.
- Need for a Faculty Meeting?
  - Staff doesn't get to communicate with each other
  - Things fall through the cracks
  - Smaller student items or simple things like scheduling- we are missing, get on the same page
  - Add these at the end of the agenda 8:10-8:20? Staff can add in things they want to talk about to plan around things we need to discuss as a group? Consider moving to the beginning (7:10-7:20) so that perception is more proactive and positive.
- Communication with Parents
  - Newsletter Employability skills grade and poster will go out to parents letting them know we will start grading on it Quarter 4
  - Employability Skills Poster
- Report from Jan Ranck on Employability Skills Grade for 4th Quarter
- [DMS/EMS Employability Skill Poster](#)
- Student self grading checklist Create a student checklist to use a conversation point with students
- Rubric and roll out info with staff at Monday- iron out logistics, then come back the next week to decide how many times we want to report on it
- Does the poster translate to a score on our report card?
- What is next? Rubric?
- Next Davis PD -Any needs
  - Jan Hoegh at EMS/DMS on January 26
    - HRS Level II
  - Maria Nelson February 16

1/11/22

- Finalize Davis Employability Skills Poster
  - [Davis Employability Skills Poster](#)
  - Does this poster translate to a score on our report card?
- Create a rubric for Employability Skills
- Student check list

1/4/22

- Finalize Davis Employability Skills Poster

- [Davis Employability Skills Poster](#)
- Does this poster translate to a score on our report card?
- Jan Hoegh at EMS/DMS on January 26
  - HRS Level II
- Maria Nelson February 16

12/14/21

- Next steps with Maria-
  - Support teachers in planning and instruction
  - Look at data and determine next steps
  - What do we do with data
- Employability Skills
  - Where is EMS with Employability Skills? Rick
    - 1 score, poster (rubric/cuts), tool with talking points, prepopulate as proficient, - things to think about- what do we want to send to the high school? What do we expect from the elementary kids coming to us
  - We feel good about reporting one Employability Skills Score
  - Determine what our employability skills are:
  - Get with Jan to start creating what we want
    - To have something ready to report on Quarter 4
  - Set goal to report Employability Skill Quarter Four
  - Create a poster/proficiency scale for employability skills
    - [Davis Employability Skills Poster](#)

11/30/21

- Maria Nelson work Wednesday and Thursday-Maria will be supporting our work around Element #14 Using Formative Assessment to Track Progress and Element #3 Planning to Close the Achievement Gap Using Data. Please bring your current unit and any data you have of student learning.
- Employability Skills
  - Decision point-Do we want to report one Employability Skills score or 5?
  - What has EHS done? [EHS Document](#)
  - What do we want as our Davis Employability Skills?
    - Rubric- Proficiency Scale- Poster-
      - Scale XXXX (keep for clarification on why)
      - Poster XXXX

- Create a hybrid we could use to create a poster and use a scale to score from
- Be on time, Be productive, Be Kind, **Whatever the 5 “Be’s” are that we choose**
- Treat others with respect and dignity
- Achieve goals, meet deadlines, complete homework, use time efficiently
- Grit, perseverance, time on task, asks for assistance when struggling (adapted from Rutland [Parent’s Guide](#))
- Social Conduct, Work Completion, Working with Adults, Working with Students ([CTE Rubric](#))
- Habits of Work in Class, Collaborative Work, Respect, Listening Skills/Following Directions and Routines, Responsibility ([EHS Document](#))
- [Skills USA](#) (what can I learn triangle top right corner)
- Mattos List
- Assignment-Determine a list for your team and submit it
  - 6th - attitude (respect), arrive on time/ready to learn, effort
  - 7th
  - 8th
  - PE/RA
  - Guiding Coalition

11/23/21

- Reporting on Employability Skills
- Mandy shares what she does: [CVE Rubric](#)
- Rutland High School [Parent’s Guide](#) to Standards
- What has EHS done? [EHS Document](#)
- What do the Elementary Schools do?
- What will we call it?
  - Citizenship
  - **Employability Skills**
  - Career Essentials
  - HOW-Habits of Work
- November 29th PD-
  - ELA and Paraprofessionals with Tami Bebee Schwarts at EHS
  - All other content areas meet as PLC to continue GVC/Standards Referenced Grading work
- December 6 PD at DMS to share the work we are doing

- **Standards Referenced Reporting Benchmarks**
  - Meet with Jan
  - PLC Teams list their standards by Quarter One, Two, Three and Four
  - Work Habits Scale
  - **This year we develop and report on Work Habits**

**11/16/21**

- **November 23-No Demon WIN Time-Make this time Homeroom time-Mandy**
  - **Teachers will keep homeroom during WIN to go over tardies/attendance/ and how to write an email to a teacher. (Also- homeroom time before Thanksgiving)**
- **Finish Looking at the Rutland High School Parent Guide**
  - **Take back [this report](#) to show teams for feedback ([Rutland high](#))**
- **PLC Team Reports on November 15 PD-Standard Referenced Reporting Work**
  - **The more we plan and move forward, the more we realize that we need to be more aligned in intervention time**
- **ELA -Science of Reading work with Tami Bebee Schwarts**
  - **Great for us to hear about struggling readers in Secondary**
- **Standards Referenced Reporting Benchmarks**
  - Meet with Jan
  - PLC Teams list their standards by Quarter One, Two, Three and Four
  - Work Habits Scale
  - **This year we develop and report on Work Habits**

**11/9/21**

- **Norm discussion -How did it go?**
- **Knowledge Building: Rutland High School [Parent's Guide](#) to Standards Referenced Grading**
  - **What do grades mean at RHS-Chris**
  - **What is proficiency based learning? -Tim**
  - **Why adopt proficiency based practices? -David**
  - **What do all these new terms mean? -Wendy**
  - **How have grading practices developed at RHS? -Rick**
  - **How do grades convert between 4 and 100 points? -Bren**
  - **What is a proficiency Scale? -Jeanna [Come back to this spot next week](#)**
  - **What are Habits of Work? -Mandy**
  - **What will progress reports and report cards look like? Brenda**

- 
- November 15 PD

[Standard Referenced Reporting Progression Checklist](#)

- Begin to work on a benchmark timeline

11/2/21

- PD Norms
- Knowledge Building: Rutland High School [Parent's Guide](#) to Standards Referenced Grading
  - What do grades mean at RHS-Chris
  - What is proficiency based learning? -Tim
  - Why adopt proficiency based practices? -David
  - What do all these new terms mean? -Wendy
  - How have grading practices developed at RHS? -Rick
  - How do grades convert between 4 and 100 points? -Bren
  - What is a proficiency Scale? -Jeanna
  - What are Habits of Work? -Mandy
  - What will progress reports and report cards look like?
- Upcoming PD-
  - November 8 Doug HRS
  - November 15 ELA/Special Education w/Tami Bebee Schwarts
    - Chris w/ Social Studies/SS w/Reading & Writing at the Core
    - Rick w/ Math/Making Math Meaningful
    - Eric w/Science/Redefining Inquiry in Science
    - Wendy w/ PE/RA Incorporating Literacy
  - November 22-Individual School
    - Work Time
  - November 29-ELA/Special Education w/ Tami Bebee Schwarts
    -
- PD Work Time Ideas ([Talk to teams about the work day being on the 22nd- does this list work? Would it be helpful to have a cycle graphic we can work through as a PLC team?](#))
  - Revamping CFAs
  - Jan's fidelity checklist
  - Work on your 15 day plan / Build your district unit plans
    - Building in additional assessment attempts in your 15 day unit plan



- Link standards, proficiency scales, assessments, slide deck, etc... into your unit plans.
  - PLC Teams work to determine the CAUSE of why students aren't getting it and plan your next intervention cycle
    - You have to have a proficiency scale for every unit to move forward.
    - Your CFAs have to be designed from your scale and able to be scored on a 4 point scale
- Can we look at data around standards referenced grading as far as- how many teachers are using scales? Reporting to parents?

10/26/21

- October 25 PD
  - 10 Point/100 Point Scale
  - Academic Grades and Citizenship/Employability Skills/Work Habits
    - Go back to share with teams- we are trying to report on what students know, and separately what they do. We believe that students should have a grade based on proficiency
  - Grade percentage break down
    - We should be sharing on syllabus with students/teachers that our CFAs carry a lot of weight
- November 1 PD
  - Effective Assessment
  - Tier II Interventions for Demon WIN Time
- Maria Nelson PDs
  - December 1st and 2nd
  - Assessments that align to our standards
  - Tier II Interventions
- Rutland High School [Parent's Guide](#) to Standards Referenced Grading
  - [What do grades mean?](#) Read for next time

10/12/21

- October 11 PD Feedback
- Review Standards Referenced Reporting [Survey](#)
- Maria Nelson at DMS October 28
  - Encourage Growth Mindset with Maria
  - Maria will meet with Grade Level Teams during planning to discuss Element 14 Using Formative Assessment to Track Progress / High-quality common

assessments are based on proficiency scales. **GC would prefer to meet with our PLC Team-**

- 7:00-8:00 15 Day Challenge -Any teachers who haven't had 15 Day Challenge
- 8th Grade Team 8:05-9:30
- Demon Time Observations
- Sixth Grade team 10:06-11:30
- Lunch 11:30-12:15
- PE/RA 12:15-1:30
- Seventh Grade 1:30-2:54
- Rutland High School [Parent's Guide](#) to Standards Referenced Grading

10/5/21

- Discuss the Essential Practices of Standards-Based Learning document shared by Jan Hoegh
  - Where are we at as a building unit?
    - 1- We are in the works... however some feel really good about where they are and moving forward in modifying them. Some still have some work to do creating them.
    - 2- We feel more confident about this
    - 3-All teams represented are building and refining (where the work is)
- October 11 PD
  - Tier II Interventions or Assessment
  - Plus Time Software
  - Determine what is working well with Demon WIN Time?
  - What is a challenge to be resolved with Demon WIN Time?
  - [Davis Standards Referenced Reporting](#)-Rationale and Beliefs Survey
  - Future PD-We need to start seeing models
- Element #14-Using Formative Assessment to Track Progress
  - Elle-Students filling out a students tracker from their CFA
  - Tim-Students completing a reflection at the end of the unit
  - Brian-Students completing an exit ticket in the notebooks and reviewing it with him.

9/28/21

- **Effective Assessments**
  - **Jan Hoegh- potentially do PD on Assessment Monday October 4th- TBD**
  - Assessment is a critical component of standards referenced grading.
  - Informs Instruction
  - Evidence that students are learning the prioritized standards.
  - Effective assessments can raise student achievement. **We are making sure we are asking, on our assessments, what the Wytopp is asking.**
  - Classroom Assessments-Priority Standards-Proficiency Scales must be aligned. **Our assessments should be at least as rigorous as any high stakes assessments.**
  - Assessments are meant to be re-taken.
    - Students being reassessed until they demonstrate proficiency has an effect size of 0.53 which translates to a 20 percentile point gain.
  - Types of Assessment: Obtrusive-Unobtrusive-Student Generated.
  - CFA's are created by PLC Teams not individuals.
- **Stickers on Chromebooks **We do allow students to personalize chromebooks, with school appropriate decor. Chris will do a principal power/reteach moment around that.****
- **Grade Level Team Meetings on Thursday**
  - **Demon WIN Time**
    - **Extension**
    - **All signing up for students-Do we need to set a minimum?**
- **Standards Referenced Grading Beliefs**
- **Chapter One of What Great Teachers Do Differently**

9/14/21

- **Mindset for standards referenced reporting work**
- **Using Formative Assessment to Track Progress**
  - **Why is assessment important in Standards Referenced Reporting?**
  - **Question #2- How will we know when each student has acquired the essential knowledge & skills?**
  - **CFAs are our indicators for success.**
  - **Where are we?**
- **Any feedback from Monday's PD**
  - **What does it look like? Day to day work (Standards referenced reporting)**

- Time to process or actually do some of the things, log on, get started,
- Clarify and be purposeful about what the main thing is
- Things like postcard minutes
- Self starter can be some things we are behind on
- **Grade Level Team Meetings Thursday: Standards Referenced Grading**
- **Review Beliefs and Elevator Speech**
- **Enrichment Status: Wendy**
- **Interventions Status:**

**8/31/21**

- **Dates we want to cancel Guiding Coalition:**
  - **September 7**
  - **October 19**
  - **January 11**
  - **February 22**
  - **March 15**
  - **April 19 & 26**
  - **May 31**
- **Grade Level Team Meetings Thursday**
  - **Enrichment roster - Grade Level Teams to determine students**
  - **Discussion around enrichment**
  - **TGI-Friday the time PE/RA will pull students**
  - **First TGI-Friday is for everyone**
  - **Book Study: What Great Teachers Do Differently-Grade Level Team Meetings**
- **PD Focus for 2021-2022**
  - **PBIS-School consistency with behavior \***
  - **Data from Enrichment/Strategies/How to intervene for students \***
  - **Formative Assessment**
    - **Book Study-Common Formative Assessment 2.0 by Larry Ainsworth**
  - **FTEM-School Wide Model of Instruction (early in the year)**
  - **HRS Level II-Effective Instruction in every classroom**
    - **Lesson Studies**

- Peer Observations Quarterly
    - Lesson Structure-Focus by Mike Schmoker
  - Standards Referenced Reporting-
  - Reading & Writing Daily-Focus by Mike Schmoker
  - Canvas support (during enrichment - for next few weeks-Courtneie?)
  - Mastery Connect (David)
- Lesson Studies
  - Seventh and Eighth Grade Science: September 15, 20, 21
  - Eighth Grade ELA: September 29, October 6 and 7.

● Enrichment Status: Wendy

● Interventions Status:

●

8/24/21

- Backwards Design on Standards Referenced Grading
- Roles and Responsibilities:
  - All return information to teams
  - Updates to Weekly Memo?
  - Weekly Knowledge Building-Chris Brown
  - Meeting time-7:00
  - Weekly or Bi-Monthly (Weekly and reserve some specific weeks to take off)
- Knowledge Review and Building
- Discuss last week's PD's
  - Paul Farmer-RTI
  - Davis
- Purpose of Guiding Coalition: Standards Referenced Reporting?
  - Goal: All contents will be ready to begin standards referenced reporting as a system next year, some pilots may take place later this year.
- PD Focus for 2021-2022
  - Reading & Writing Daily-Focus by Mike Schmoker
  - Formative Assessment
    - Book Study-Common Formative Assessment 2.0 by Larry Ainsworth

- **HRS Level II-Effective Instruction in every classroom**
  - **Lesson Studies**
  - **Peer Observations Quarterly**
  - **Lesson Structure-Focus by Mike Schmoker**
- **Standards Referenced Reporting-**
- **FTEM-School Wide Model of Instruction**
- **PBIS-School consistency with behavior**
- **Data from Enrichment/Strategies/How to intervene for students**
  
- **Lesson Studies**
  - **Seventh and Eighth Grade Science: September 8, 15 and 16**
  - **Eighth Grade ELA: September 29, October 6 and 7.**
  
- **Enrichment Status:**
  - **Wendy will meet with software team today**
  
- **Book Study: What Great Teachers Do Differently-Grade Level Team Meetings**
  
- **Interventions Status:**
  
- **List of beliefs and practices about grading**
  - **We believe that holding common expectations based on best practices in reporting proficiency will significantly increase the accuracy and fairness of student grades.**
  - **We believe we need a grading system that measures students' learning growth.**
  - **Scores are based on our proficiency scales and students are required to complete all essential work.**
  - **A zero for missing work undermines the validity of any cumulative grade of which it is a part, in that it measures something other than mastery of course content and skills.**
  - **Extra credit has no place in a valid system of classroom assessment and grading. Assignments that advance students towards mastery of the standards being addressed are essential.**
  - **Averaging assumes that no learning has occurred during the course of instruction. Averaging scores over a unit of instruction gives the same weight to an assessment administered early in a unit when students were on the front end of the learning before students have had the benefit of instruction.**

- **We should be encouraging students to learn from mistakes on initial assessments and give them opportunities to demonstrate knowledge of essential content and skills at a later time. (multiple opportunities to demonstrate knowledge of essential content and skills)**
- **To penalize or reward students academically for behavioral issues is to combine academic and work ethic performances-a violation of best practices in classroom assessment and grading.**

**The goal for both middle schools is to be reporting proficiency on expected standards by spring of 2022. This will look similar to what our elementary schools are already doing, so it shouldn't be a big transition for our middle school parents. Davis Middle School has set the goal to transition from our traditional grading system (A, B, C, D, and F) to reporting grades based on individual student proficiency on essential grade level standards. Students will be given scores around their attainment of skills and knowledge that will indicate if the student is Advanced (4), Proficient (3), Basic (2), and Below Basic (1) for each priority standard. Scores will be connected to critical content that has been determined necessary to be successful in each subject. This will lead to students looking to increase their understanding and knowledge to demonstrate proficiency. Students will know what skills they need to master to be successful, not just completing an assignment for credit. We also know that we are all responsible for teaching students employability skills necessary to be successful in school and life. Skills such as being on time, completing work and the ability to work with others will also receive a proficiency score.**