TRANSITION TEAM MEETING #3

DATE: April 23, 2013

TIME: 3:30-4:30 p.m.

LOCATION: William Land E.S. Library

Welcome to participants and agenda and norms review

* Team members were welcomed by principals of three schools
* Meeting norms were reviewed

Review and approval of last meetings minutes

* Team reviewed meeting minutes from April 9, 2013
* Minutes were reviewed and approved by team
	+ Need to add GATE curriculum to William Land
	+ Specify that translation is available for both Chinese and Spanish

Space Capacity

* Theodore Judah:
	+ Thoroughly evaluate student and facility needs and not rush to add portables.
	+ Develop long term master plan to address plans beginning 2014.
	+ Able to accommodate all students for 2013-2014 school year but will need to expand facility year after.
	+ Will continue all programs and collapsed spaces for some to free up classrooms for incoming students.
	+ Facility is older and requires updates, including existing portables.
	+ Community is working with district facilities and operations departments.
	+ Looking at staggered lunches. Project Green funds will be used to expand eating area right outside of cafeteria to increase space.
	+ Plenty of bathrooms to serve students. Working with district to improve condition of bathrooms.
	+ Yard is very large. No problem accommodating increase of students.
	+ No programs are being cut but will be moved around to other locations on campus.
	+ Undetermined whether specific programs from Washington will be transferring to Judah. Many programs are teacher-driven.
	+ Lottery for open enrollment will take place today and sites will have more information on enrollment numbers.
	+ Science lab and START will continue.
* William Land:
	+ Will have enough classrooms for fall 2013 but there will be a need for expansion in 2014.
	+ Develop long term master plan with district to address facility and student needs for next five years.
	+ Necessary to maximize and possibly reconfigure common areas (blacktop, playground, etc.) to increase effectiveness because no space to expand. Located on one city block.
	+ Immersion program will add a classroom for second grade. There will be a new grade level added each year until complete strand of K-6.
	+ After school program will not have a designated room or area. They will continue to use classrooms where teachers are not tutoring in the afternoon.
	+ Communication with food services department regarding increase for kitchen staff.
	+ Currently has three lunch shifts: kindergarten, primary, and intermediate.
	+ May have to have staggered recesses.
* Washington:
	+ Questions
		- Cafeteria
		- Rainy day recess
		- Bathrooms
		- P.E.

Discussion of Washington Programs:

* Home visit program:
	+ Strongly supported by Superintendent and district.
	+ Limited funds available.
	+ Implementation is site-specific since funding and staff development is required.
* Team sports:
	+ Exposure of students to positive role models.
	+ Community outreach for support.
	+ Leagues and programs already established.
* K/6 Buddies:
	+ Teacher-led program.
	+ Promotes literacy.
* START:
	+ Provides sports and enrichment opportunities.
	+ Judah has START and William Land has Think Together which both provide similar sports and enrichment opportunities.

Other:

* One-stop process: number of teachers will be determined based on student enrollment.
* Project Fit: program at Judah to build fitness.
* Prep:
	+ Judah: P.E. prep. Art docents from community to infuse art within regular school day.
	+ William Land: P. E. prep is paired with library. Teachers infuse art during regular school day and students have after school art class.
	+ Art prep: teachers vote on prep choice prior to new school year.
* Smart Boards: Washington teachers have become accustomed to using smart boards. There 12 smart boards available at Washington and they are expected to follow the students to the receiving schools. District will look into whether receiving schools have the infrastructure to support the putting up smart boards.
* Request for meeting to be extended by five minutes and attendees granted request.

Blending Activities:

* Grade level picnics
* Parent/students tours/fieldtrip, transportation provided by district
* Interactive activities for students
* Shadow day
* Open House invitation
* Invitation to receiving schools’ end-of-year programs/events
* PTA meeting invitations
* “Parent Work Day” (Judah)
* Handouts with school information (discipline policy, dress code, etc.)
* Invite receiving schools to “Mercado Day”
* Mural dedication day
* Rebuild McKinley: June 7th
* Invitation to a neutral parks: McKinley for Judah, Southside for William Land

Questions:

* How soon will we know how many Washington teachers each school will receive?
* When will information about bussing be available?

 Next steps/ideas:

* Programs
* Blending activities- set dates
* Project Green

Next Meeting:

* Tuesday, May 7th from 3:30-4:30 PM at Washington