Eastern Quaker Unified Instructional leadership Team Update

|  |  |
| --- | --- |
| to: | Eastern Quaker Staff |
| from: | Equilt |
| subject: | Team and Wednesday Collaboration |
| date: | September 26, 2014 |

Team Collaboration: This week EQUILT spent time examining information and data from the team collaboration reports that are completed each time a team meets. It was very exciting to see so many teams taking ownership of their time together and accomplishing great things. We thought it would be helpful to share a graph that outlines how teams are spending their time just to give everyone a sense of the collective work being done in the building (see attached).

In addition, we found the responses to “Brief Description of Outcomes & Next Steps” in the reports very helpful – please continue to provide thoughtful responses. Attached you will find a copy of your team report from weeks 1-3. As a team, please consider reviewing the report and the goals you have identified.

You will notice a fraction has been added to the top right corner of your team report. The fraction indicates the number of reports completed during weeks 1-3. The minimum number of times teams were to meet and report for this time period was equal to 10. Note that some teams met on non-required days (Wed, 1/2 day etc) which may have inflated their reporting numbers (numerator > 10). Please continue to rotate role assignments within your team, sharing these responsibilities helps us appreciate the effort that goes into each role.

Here are a few recommendations of “what’s working” from some teams:

* One team has identified 1 day/week specifically for parent communication.
* Meet in a location with a computer and fill out the report during the meeting.
* Want more time with USA test prep? A new option has been added to the team report: #25 Created Standards Aligned Assessments.

Wednesday Collaboration: EQUILT has modified some of the topics for the Wednesday delayed start based on needs identified. Attached you will find an updated schedule, but please know that as issues surface EQUILT may modify this schedule. An updated version of the Wednesday topics schedule can now be found on the Eastern website under Teachers. Next week we will be conducting a data dig using the MEAP/MME data from last year.

What does EQUILT do? EQUILT members are listening to staff in the building and trouble-shooting to solve unanticipated issues that have surfaced. We participate in professional reading to strengthen our skills and broaden our thinking. This professional reading also serves to support us as we assist in leading the effort to increase student achievement through various initiatives (we are currently reading Change Leader by Michael Fullan). We examine the ILC data, ILC surveys/work samples, MME/MEAP data, team data, staff gots/needs/parking lot concerns, and reflect on the initiatives in the building to ensure that each one is successful. To create transparency around this work, EQUILT agendas and minutes will now be available on the Eastern website under Teachers.

Thank you for continuing the very hard work required to improve the climate, culture, and student achievement at Eastern HS.

EQUILT members: Pohl, Bara, Jason, Wagner, Campbell, M. Salais, Lubick, Horner, K. Christian, Howell, Plascencia, Gundrum, Oberlitner, Weber, Evers, Botwinski