

2018-2019 WES Professional Work Schedule

WORKING DRAFT: TOPICS SUBJECT TO CHANGE

Grade cluster unit meetings 2x/month:			
1st mtg- Student focus (kidtalks, looking at student work, exploring using MAP, scoring writing, etc.)			
2nd mtg- Curricula/systems focus (PLTW, Bridges, Alpine, proficiency based instruction).			
Early Education	Primary (K/ 1st/2nd)	Intermediate (3rd/4th)	Upper (5th/6th)
2nd Friday/month 12:45 - 2	1st & 3rd Thursday/month 11:25 - 12:15	2nd & 4th Thursday/month, 11:50 - 12:40	1st & 3rd Monday/month, 11:25 - 12:15

WES 2018-2019 PROFESSIONAL CALENDAR OVERVIEW					
August 2018	September 2018	October 2018	November 2018	December 2018	
8/17 New teacher orientation 8/21 ALL STAFF, @ WES Inservice 8/22 TEACHERS @ Harwood and WES Inservice 8/23 TEACHERS @WES Inservice (team mtgs, student mtgs) 8/28 Staff mtg	9/4 Staff mtg 9/11 Shared staff mtg 9/18 Staff mtg 9/25 Staff Mtg: Bridges training (K-6 math teachers, valley-wide by grade) OR Year-long work plan focus	10/2 Staff mtg 10/5 FRIDAY Inservice ALL STAFF 10/9 Shared Staff mtg 10/16 Staff mtg (cancelled for artist residency) 10/23 Staff Meeting: Bridges training (K-6 math teachers) OR Year-long work plan focus 10/30 Student Support Team	11/6 Staff mtg 11/13 Shared staff mtg 11/27 Staff Meeting: Bridges training (K-6 math teachers) OR Year-long work plan focus	12/4 Staff mtg 12/11 Shared staff mtg 12/18 Staff mtg	

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January 2019	February 2019	March 2019	April 2019	May 2019	June 2019
1/2 Winter program: All 1st-6th staff attend 1/8 Shared staff mtg 1/9 Winter program: Student Support Team 1/15 Staff mtg 1/16 Winter program 1/22 Inservice 1/23 Winter program 1/29 Staff Mtg: Bridges training (K-6 math teachers, valley-wide by grade) OR Year-long work plan focus 1/30 Winter program	2/5 Staff mtg 2/6 Winter program 2/12 Shared staff mtg 2/13 Winter program: Student Support Team (system data overview) 2/19 Staff mtg	3/6 Winter program 3/12 Shared staff mtg 3/13 Winter program 3/19 Staff mtg 3/20 Winter program 3/26 Staff Mtg: Bridges training (K-6 math teachers, valley-wide by grade) OR Year-long work plan focus 3/27 Winter Program: All 1st-6th staff attend	4/2 Staff mtg 4/9 Shared staff mtg 4/23 Staff Mtg: Bridges training (K-6 math teachers, valley-wide by grade) OR Year-long work plan focus 4/30 Student Support Team	5/7 Staff mtg 5/14 Shared staff mtg 5/20 - 5/22 Placement mtgs 5/28 Staff Mtg: Bridges training (K-6 math teachers, valley-wide by grade) OR Year-long work plan focus	6/4 Staff mtg 3 days of inservice after last day of school (tentatively 6/12 - 6/14)

Ideas:

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DATE	TIME	GROUP	TOPIC (s) / Agenda	LOCATION
8/21/18	8-3	Inservice: All STAFF	Professional Work to Prepare for the coming year (full-day mtg)	WES
8/22/18	8-3	Inservice: Teachers	8-10 at Harwood -- Establish focus for year 10:30 - 12 Follow up at WES (teachers) Noon - 3 Classroom preparation, Early Education mtg	WES
8/23/18		Inservice: Teachers	Student mtgs, Unit mtgs	WES
August 28, 2018	2:30 - 3:45	Staff meeting: All STAFF	Staff Meeting: Check in on teaching of schoolwide expectations	WES
Sept 4, 2018	2:30 - 3:45	Staff meeting: All STAFF	Student health emergency plans/ Epi pen training Responsible Use expectations (staff responsibilities)/ Digital Citizenship (common expectations): Use survey we are asking 5th/6th graders to complete?/ Data management practices reminder Professional development module in Bullying/harassment/hazing Professional development module in Mandatory Reporting	WES
Sept 11, 2018	3- 4:30	HUUSD teachers: Shared Staff mtg	See HUUSD Professional Development Plan (last two pages) Recognitions Nominations reminder	Harwood
Sept 18, 2018	2:30 - 3:45	Staff mtg: Teachers & Support staff as relevant	Blog post /Finalizing goal setting Preparation for Open House, Pumpkin event planning check-in (roles, materials, details)	WES

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Sept 25, 2018	2:30 - 3:45	Cross-school meeting: teachers	K-6 math teachers meet (Valley and TBPS locations) to support implementation of Bridges. Mtgs may be virtual or in person; oversight provided by principals.) Other teachers work on development of proficiency-based instruction (curricula, assessment, etc.) to be shared back with the larger groups. Part-time teachers will work according to plan identified at the beginning of the year.	TBD
Oct 2, 2018	2:30 - 3:45	Staff meeting: teachers (all teachers, including part-time)	Artist residency planning Check in on use of zones of regulation Speed dating with specialists Confidentiality training (all staff complete); Bloodborne pathogens training (all staff complete) (complete by the end of the month)	WES
Friday Oct. 5, 2018	all day	All staff		
Oct. 9, 2018	3- 4:30	HUUSD teachers: Shared Staff mtg		Harwood
Oct 16, 2018	2:30	WES Staff Meeting	NO staff mtg in lieu of artist residency work Recognitions Reminder	
Oct 23, 2018	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects AlerT (Safety/Security) training	TBD
October 30, 2018	2:30 - 4	Student Support Team	Systems overview & finetuning -- look at MAP, intervention services/supports delivered, SWIS, PBIS plans	

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			Check w/staff re: systems working?	
Nov. 6, 2018	2:30-3:45	WES Staff Meeting	<p>Reflection: Reflect/ Follow up on engaging families/ authentic methods for sharing learning</p> <p>Check in on MTSS system implementation, especially for behavior</p> <p>PBIS: Authentic engagement of students in peer to peer recognition/ continuing to monitor our own use of 5-1 ratios of feedback</p>	WES
Nov 13, 2018	3 - 4:340	HUUSD teachers: Shared Staff mtg	Proficiency based learning foci	TBD
Nov 27, 2018	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects	TBD
Dec 4, 2018	2:30-3:4530	WES Staff Meeting	<p>Recognitions Nominations reminder</p> <p>Staff reflect on professional goals (on blog) -- progress update/tuning</p> <p>Preparation for effective use of Alpine/ report card prep</p> <p><small>"Three Lessons for Teachers from Grant Wiggins" by Jay McTighe, July 2018, https://www.jaymctighe.com/wp-content/uploads/2018/07/Three-Lessons-from-Grant-Wiggins-1-2.pdf</small></p> <p>https://www.edutopia.org/blog/5-highly-effective-teaching-practices-rebecca-alber reflect on your own teaching practices/ Article on effective teaching strategies (from John Hattie's work)</p>	

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Dec 11, 2018	3 - 4:30	HUUSD teachers: Shared Staff mtg	Proficiency based learning foci	TBD
Dec 18, 2018	2:30	WES Staff Meeting	No meeting; staff party instead?	
Jan 2, 2019	12:15-2:30	Winter Program	ALL STAFF ON MOUNTAIN	
Jan 8, 2018	3 - 4:30	HUUSD Shared Staff mtg	Proficiency based learning foci Nomination Reminder	TBD
Jan 9, 2019	12:15-2:30	Winter Program	Student Support Team mtg (All staff complete SAS, Student support team meets to complete TFI & plan remaining events Plan conducting PBIS student survey)	
Jan 15, 2019	2:30-3:45	Staff Meeting	ALPINE: REPORT CARD Explore data & using the Alpine system Follow up on use of Zones of Regulation LTEE update	
Jan 16, 2019	12:15 - 2:30	Winter Program	All staff complete SAS, Student support team meets to complete TFI & plan remaining events Plan conducting PBIS student survey	
Jan 22, 2019	All day	Inservice: All Staff		
Jan 23, 2019	12:15-2:35	Winter Program	Writing Portfolio Scoring (1st - 6th teachers, special educators)	WES
Jan 29, 2019	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects	TBD

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Jan 30, 2019	12:15 - 2:35	Winter Program		WES
Feb 5, 2019	2:30-3:45	WES Staff Meeting	<p>Reflect on student behavior/ PBIS goals, practices of 5-1 ratio, cards as system of recognition</p> <p>Think about higher order questioning, engagement: “Start with Higher-Order Thinking” by Susan Brookhart in <i>Educational Leadership</i>, October 2016 (Vol. 74, #2, p. 10-15), http://bit.ly/2dqECAZ;</p>	WES
Feb 6, 2019	12:15-2:35	Winter Program		
Feb 12, 2019	3 - 4:30	HUUSD Shared Staff mtg	<p>Proficiency-based learning foci</p> <p>Recognitions Nominations Reminder</p>	
Feb 13, 2019	12:15-2:35	Winter Program	Student Support Team: Systems overview, part II (include review of TFI & SAS, and intervention success)	
Feb 19, 2019	2:30-3:45	WES Staff Meeting	<p>Finetuning “We Rock” schoolwide goals</p> <p>Preparation for Inspiration Project</p> <p>Check in on MTSS system implementation, especially for behavior</p> <p>Pre parent conferences, reflect on communication with families</p>	
Mar 6, 2019	12:15 - 2:35	Winter Program	SBAC training for all staff who will administer.	
Mar 12, 2019	3 - 4:30	HUUSD Shared staff mtg	Proficiency-based learning foci	
Mar 13, 2019	12:15-	Winter Program		

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	2:35			
Mar 19, 2019	2:30-3:45	WES Staff Meeting	Speed dating with specialists (shorter meeting w/prep for family conferences)	
Mar 20, 2019	12:15 - 2:35	Winter Program	Writing portfolio scoring	
Mar 26, 2019	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects	TBD
Mar 27, 2019	12:15 - 2:35	Winter Program	All 1st - 6th staff asked to attend	
Apr 2, 2019	2:30-3:45	WES Staff Meeting	Inspiration Hour planning/check-in Speed dating with Specialists Check in regarding communication w/families/ authentic sharing of student work	
April 9, 2019	3 - 4:30	HUUSD Shared staff mtg	Proficiency-based learning foci	
April 23, 2019	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects	TBD
April 30, 2019	2:30-3:45	Student Support team mtg	SWIS data review Select dates for summer retreat work	
May 7, 2019	2:30-3:45	WES Staff	Review draft schedule; fill in further details Final writing scoring time	
May 14, 2019	3 - 4:30	HUUSD Shared staff mtg	Proficiency based learning foci Recognitions nomination reminder	

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May 20/21/22, 2019	2:30-3:45	WES unit mtgs	Placement meetings	
May 28, 2019	2:30 - 3:45	Shared meeting	Bridges implementation & Action Planning projects	TBD
June 4, 2019	2:30-3:45	WES Staff Meeting	2nd placement meeting, if needed Follow up on zones of regulation work -- next steps? (perhaps for inservice)?	
June 12 - 14 (or 3 days after school is dismissed)	All Day			