

To: Admin Team

From: Laura

Date: Jan. 15, 2013

Spotlight Visit on Jan. 23 w/ Bruce: See intended agenda for the day. Look at revised administrative presentation "Our Journey."

Spotlight Visit on Feb. 13 w/ Altoona MS: pre-visit inventories were sent Jan. 14<sup>th</sup> and due back Feb. 1.

Jan. 28<sup>th</sup> PD: Breakfast will be prepared by Deb and served by the admin. team at 7:30 a.m. See draft of PD agenda.

Differentiation PD: Nearly 40 people have volunteered to participate. The books have been ordered. The book study is set up on Moodle via CESA 10's website. Kick-off for this PD opportunity will be on Jan. 28<sup>th</sup>.

Rtl in the ES and MS: MS Rtl leadership met on Mon., Jan. 7<sup>th</sup>. The next Elementary Rtl leadership meeting is Tue., Jan. 22 at 7:30 a.m.

Coaches Training: Tammy and I have 3 more training dates in ??, Feb. 15 and March 15.

Curriculum Check-in meetings: Math Mondays continue to be scheduled. I will be meeting with all teachers from Jan. 30-Feb. 7 to receive an update of where each curriculum's transition to BYOC and the plan to complete by June 1.

WKCE Release: is due in February. How are letting parents know about the difference in the scale scores, etc. I had a power point for the board... is there an opportunity to share that with parents, too?

Adlai Stevenson Visits: Plans are set and information has gone out to those involved.

PD March 4: PLC strand and a BYOC strand.

Rtl Summit March 6-7 in Green Bay: We are scheduled to a part of a panel discussion of Rtl Demonstration site schools. The Rtl Center will pay for 3 attendees... who is going to go?

K-8 Literacy Conference June 11-13: The primary focus of this conference will be ELA curriculum writing. After meeting with Theresa on Jan. 7<sup>th</sup>, the focus of these three days in June really does need to be on the ELA alignment to the CCSS. CESA would actually like to use us as a pilot for this curriculum process. PD needs to focus on the gradual release model of instruction and assessment literacy. The expectation would be for teams to complete 1 OEI in June. The expectation is that a second OEI is done by December, a third done by February and the 4<sup>th</sup> done by April. The recommended tool for this work is Curriculum Companion. Included in June will be the facilitation of Lorry Stiles from the Denmark School District in regards to how the Daily 5/Café fits into this plan.