

eSchool Provo Community Council Meeting  
March 15, 2018 at 3 PM  
1591 N Jordan Ave. Provo UT

MINUTES

1. Welcome and Attendance
  - a. Present: Debra, Brad, Megan, Maren, Doug, Ceri
  - b. Absent: Rhonda, Royce
2. Questions/Comments of February 15, 2018 Meeting Minutes
  - a. Minutes approved by all present.
3. Action Items from last meeting
  - a. Points to include on form for parents to apply for camp/workshop (Maren)
    - i. We want to put it on a Google doc to have it on the website.
    - ii. Concern about parents applying and not getting into workshops/camps on time because workshops fill up fast, and eSchool staff member can't respond instantly to parent requests.
    - iii. We can try and see how it goes.
    - iv. Maybe we should just do more field trips so they are less crowded.
      1. That would require an eSchool staff member every time, so maybe hiring a STEM person for that.
      2. STEM coordinator job description (part-time) drafted up by Royce.
        - a. We'll take it to district HR to create job description that fits within PSD.
    - v. STEM coordinator could then reach out to popular camps to reserve spots.
      1. Keep himself/herself busy looking for opportunities, creating field trips or online science fair.
      2. Someone who can promote events and/or use social media.
      3. Someone at MTH (Derek?) arranges trips to places like mattress factory. Work with him and/or see if we can get invited!
    - vi. Parents at MTH don't look at eSchool field trip emails. Perhaps it's a matter of communication patterns. We need to figure out how to improve that.
  - b. Guidelines for STEM workshop/camp (Megan and Brad)
    - i. Generally accepted by council. Hold onto guidelines until STEM coordinator hired to manage.
    - ii. Potentially switch *one per student per year* to *one priority spot per student per year*.
    - iii. Table until next time.
4. Final Decisions for Spending for current year SIP goals
  - a. Current SIP Goal #1--- Teachers and mentor use school approved online programs-- \$30K Using Feb 2018 Meeting ideas

- i. Resources are good, delivery of options needs work. Some parents would like teachers to specifically recommend for their child, like a parent-teacher conference. Some parents don't want that direct advice. It depends on each parent and also on rapport built between teacher and parent.
    - ii. Perhaps hold a workshop/webinar about options that available for support or acceleration. Try to get 'live' audience for recording to ask questions.
    - iii. Teachers want programs that don't have an avatar teaching them so they can go through curriculum with the student
  - b. Current SIP Goal #2— \$20K
    - i. Gamification that we tried didn't work with an online school setting.
  - c. Current SIP Goal #3— Are we on track for spending \$86K? No.
    - i. Use incentives to help students be on track. Use books as a reward.
    - ii. Get literacy specialist to track student reading progress as well as course progress.
    - iii. Literacy specialist
      - 1. Someone to reach out to families regarding student reading skills based on iReady/DIBELS diagnostic. Follow up with them about progress.
      - 2. Help improve student writing skills.
      - 3. Some parents want teachers to reach out to them about their student whether the student scored low or high.
      - 4. Maren will draft up a job description.
  - d. Current SIP Goal #4—Has the Visual Learning guru been scheduled?? Can we start letting parents know about this?
    - i. District PD plans have changed because BYU agreement with Visual Learning has changed.
    - ii. Brad is still working with district PD Director, Karen, to see what else we can do.
  - e. Current SIP Goal #5—\$65K minus teacher salary.
    - i. See notes on literacy specialist.
  - f. Current SIP Goal #6 STEM: \$30k--- Using Feb 2018 Meeting ideas.
    - i. See notes above regarding STEM coordinator.
- 5. Doug has experience with electronic communication—social media, emails, etc. He can help our teachers improve information dissemination.
- 6. Ideas for 2018-2019 SIP Discussion
  - a. Ran out of time, so will be discussing electronically.
  - b. Megan set up Google doc to discuss possible goals.
  - c. Some goals from this year will be same for next year so we can continue working on them.
- 7. Adjourn Meeting until next time, April 19<sup>th</sup> at 3:00 pm