

Minutes From this Meeting /Agenda for Next In-Service Day

Today's Date: 12/13/05

Grade Level Team: Laura McDermott

Department: Gifted & Talented
Technology

Minutes: Please write down decisions that are made
Identify any changes made to Creating Readers and Exemplars
Be sure to discuss any issues that will affect special education teachers at the first part of the meeting while they are present

Create Inspiration documents and collect web sites for use by all K-5 teachers to support the reading curriculum.

Date of next meeting is: Monday, January 30th 8:00 - 4:00 – Washington School

Agenda for this meeting is as follows (be sure to include whatever materials or supplies need to be brought to this meeting and who is responsible for providing the materials and supplies).

Reading consultant will provide instruction on use of new reading program to all that will be using the new series next year. All other teachers meet by department.
Grade level meetings-set agenda for next in-service

Identify needs for the month's in-service.

Copy of the new reading series (at least a scope and sequence for each grade)
So I can see what skills they are going to be teaching next year.

Continue work on Inspiration for supporting K-5 reading curriculum

E-mail this to each grade level member or department member as well as Doug and Leon