

## Meeting Minutes

**Sutton Middle School**

**Date: April 27, 2021**

**Time: 5:30 p.m.**

**Location: Zoom ([Click here for link](#) )**

**I. Call to order: 5:34 pm**

**II. Roll Call**

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Gail Johnson	Present
Parent/Guardian	Elizabeth (Lizzy) Wickland	Present
Parent/Guardian	Victoria (Vicky) Salzman	Present
Parent/Guardian	Meg Connelly	Present
Instructional Staff	Israel Vance	Present
Instructional Staff	Shelly Riddle	Present
Instructional Staff	Courtney Casso	Absent
Community Member	Liz Marie Rivera	Present
Community Member	Amber Muhammed	Absent
Swing Seat	Colette Minnifield	Present
Student <i>(High Schools)</i>	N/A	

**Guests Present:** Diane Jacobi

**Quorum Established:** Yes

**III. Action Items**

- a. **Approval of Agenda:** Motion made by: Shelly Riddle; Seconded by: Vicky Salzman  
**Members Approving:** All  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion** Passes Unanimously
- b. **Approval of Previous Minutes:**  
 Motion made by: Israel Vance; Seconded by: Amber Muhammed  
**Members Approving:** All  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion** Passes Unanimously

## IV. Discussion Items

### a. Discussion Item 1: DLI Update (Presented by Israel Vance)

- Sutton DLI Parent Town Hall Meeting to be held on 5/4/2020 at 6pm. This is an open session to share information. The Zoom link for this session is available on the Sutton website.
- Approximately 60 students are eligible to join the new DLI program at Sutton. These students are currently in the DLI program at E. Rivers and Garden Hills Elementary Schools.
- The planned courses are: DLI ELA, Spanish Language Arts (SLA), DLI Science or Social Studies, and possibly a Connections class.
- Sutton, with the help of the APS ESOL and World Languages Dept. are still seeking and screening qualified candidates to fill open positions, as well as researching the most suited Spanish resources to support learning in the DLI classes.
- The SLA is new so Sutton is adopting a resource called “Adelante”. The Curriculum Sub Committee is working on curriculum planning to best align with the current ELA program and IB.
- A DLI professional learning plan has been developed.
- A DLI tab is available on the school website to find out more information about the program.

### b. Discussion Item 2: MYP Update (Presented by Colette Minnifield)

- IB Professional Learning continues as the IB Coordinator guides and support teachers through the phases to build a quality unit planner. We are in the process of conducting our own Building Quality Curriculum in preparation for sending units to the IBO for their feedback. MYP Building Quality Curriculum (MYP BQC) provides guidance and feedback on MYP unit plans, supporting continuous improvement of written, taught and assessed curriculum.
- Students continue to receive certificates in recognition of their continuous display of the IB Learner Profile attribute focus of the month. April focuses on inquirer and May will be knowledgeable.
- The IB Coordinator conducts weekly observations in classrooms and provides fast feedback to the teachers to support them with teaching through an IB lens.
- Sutton has provided the opportunity for 30 teachers to attend IB training through CASIE from June 15-17 2021.

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- A successful Language Acquisition PL took place last month, organized through CASIE and in partnership with Language Acquisition teachers at North Atlanta High School.
  - Release days planned for PLC facilitators to collaborate and review plans and prepare to support teachers with IB implementation.
  - Seeking parents to join the Sutton/North Atlanta IB Coalition.
- c. **Discussion Item 3: End of Year Updates**
- Georgia Milestone testing began today 4/27 – very few students participating
  - Honors and Awards Ceremonies are being planned for all grade levels
  - 8<sup>th</sup> grade Field Day (following all COVID protocols) is being planned in lieu of the annual picnic.

### V. Information Items

a. **Principal's Report**

- As part of one of APS' initiatives, Sutton will be hosting a summer program in June called the Academic Recovery Academy (ARA). Although some students are targeted, it is open to all Sutton students and activities will be differentiated to meet the needs of all the learners. Morning session. Student application deadline is extended to May 7<sup>th</sup>.
- It is also planned that Power Up will also be offered in the afternoon.
- Both programs are 100% in person.
- Sutton is looking into doing the Cougar Premiere, a summer bridge program. Considering to add a DLI program in the afternoon to prepare students for the upcoming school year.
- Pre-planning:
  - staggered "Celebrations of Learning"
  - Waiting on APS to release PL sessions for staff and teachers.
  - Tours of the school are available now, by appointment only
- No more telework opportunities in the schools
- Intervention block will be calculated into the school day – 30 minutes a day, 3 days a week, the other two days will focus on SEL. The intervention block still allows for the required instruction time in the subjects and will allow for differentiation to meet the individual needs and abilities of students.
- Anticipating a low turnover of staff

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### VI. Announcements

- Announced the GO team positions opening up for next year
- Sutton had 17 parents running for the parent positions on the GO Team and was the only school to have Spanish speaking parents submit their interest on the Spanish form.

### VII. Public Comment

- Public comment was offered but no one signed up

### VIII. Adjournment

Motion made by: Courtney Casso

Seconded by: Colette Minnifield

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes Unanimously

**ADJOURNED AT 7:00 pm**

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**Minutes Taken By:** Colette Minnifield

**Position:** Secretary

**Date Approved:**