

# West Side School

School Improvement Team  
October 27, 2016  
Minutes

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## SIT Members

**Staff:** Kurt Simon, Jeanette Wojcik, Karen Schoenberg, and Lisa Arena

**Parents:** Sarah Adler, Lauren Slaven, Jordan Smith, and Dana Lynch

**Flyer:** Going out with students and in Friday Notes tomorrow. We will add a growth mindset quote or definition to flyer from Carole Dweck

**Checklist One:** This to go out to next week.

- ✓ What should be included on the checklist?
- ✓ Name (and child's name)
- ✓ Days and times of availability
- ✓ Topic
- ✓ Grade level of interest

## **TIP Center:**

- ✓ **Audience:** Keep the age of your audience in mind.
- ✓ **Artifacts/Props:** What could support your lecture? Items such as sketches or plans for an architect, a planning page for an author, a playbook for a coach, a note sheet for a musician, medals, awards, etc.
- ✓ **Story:** What is the story you are trying to tell?
- ✓ **Timeframe:** Think about length. No longer than 30 minutes. Some people might bring in an activity to support the lecture which is fine as well.
- ✓ **Goal:** Your goal is to inspire, motivate, and remind them of the power of perseverance.
- ✓ **Failure:** Remember to highlight the importance of failing and persevering to overcome.
- ✓ **Possible Examples:**
- ✓ **Student examples of famous failures to be included**
- ✓ **Topic:**
- ✓ **Description:** Briefly describe your topic of conversation, your story of failure and success.
- ✓ **Due** back to the main office by November 16<sup>th</sup>.

This will go out on November 4<sup>th</sup>, week after flyer.

## **Framework: (To go out after November 16<sup>th</sup>.)**

- Checklist of materials:
  - Technology
  - Chart paper
  - Markers
  - Anything for kids
- Send home a toolkit

- What do you need from us to help with the presentation?
- If there is an activity, do the students need any supplies?
- What is the structure for the lesson?
  - Is it strictly a lecture?
  - Is it interactive?
  - Is there a hands-on component?
  - Do you need us to enlarge anything?
  - Space: Is the classroom sufficient?
  - Be as age appropriate as possible?
  - Pictures, artifacts – Show don't tell is the language we use in writing.