

## Leadership Team – Reimagining Ottoson- 20 Faculty Members

Brandon Bage (7 Science)  
Eric Bakke (7 History)  
Gary Blanchette (7/8 Tech)  
Stefanie Carlson (8 math)  
Amy Duke (7/8 ACE)  
Nanta Hardesty (7 ELA)  
Lindsay Hubbard (8 ELA)  
Meagan Hyman (7/8 Spanish)  
Heather Krepelka (8 science)  
Jason Levy (7 history)  
Chris Mahoney (7 history)  
Lisa Minogue (7 Special Ed)  
Michele Stella (7/8 Reading)  
Susan Stewart (8 Science/Math)  
Todd Sundstrom (8 History)  
Laurie Key (Guidance)  
Polly Ford (Art)  
Eileen Woods, Interim Principal  
Maureen Murphy, Assistant Principal  
Jack Flood, Assistant Principal

The team has met 14 Wednesday afternoons from October 18-present. The goal of the committee is to look at the facility, floor plan, documents, advisory, culture, climate, schedule, programs and how more space and fewer students will impact all aspects of the school. One asset we have is our timeline – we have this year to plan, next year we can get started with students who have been in Ottoson for 6<sup>th</sup> grade so we can continue to plan next year (2018-2019) to learn and plan for how to welcome/transition the first 7<sup>th</sup> graders who will come from Gibbs. Our leadership team functions as a whole group on certain discussion topics and also works in small committee groups (Three Committees: Scheduling Review/Recommendations, Floor Plan/Room Assignments/Move, Climate/Aesthetics-Lobby, Hallway focus, furniture) Faculty is decided for the 2018-2019 academic year and the new principal, Brian Meringer will be in the loop of all the planning..

Meetings included:

Presentations/Visit/Surveys

- Two sessions: the committee met with Mark Miano to discuss maintenance needs: lobby, classroom painting, replacing carpet, bathroom improvements – stall locks and hinges, intercom and sound system, media center, gym upgrades, and science labs. Recommendations have been made regarding short term needs and facility improvements. ([link](#))
- Survey of the staff regarding the schedule, snack, recess, breaks, locker, lunch ([link](#))
- Design Thinking Activity done with Students to get their input. ([link](#))
- Presentation to the School Improvement Council to update them on the Leadership Team focus – November 16.
- Visit to the Pollard Middle School -9 Faculty on November 15 to learn from their experiences moving to this model of a 6<sup>th</sup> grade only school and seventh and eighth transitional school. Discussed that a 7<sup>th</sup> and 8<sup>th</sup> grade school is a transition school – a place where students are coming (in 7<sup>th</sup>) and going (in 8<sup>th</sup>). Need to be supportive of students when they transition in and then prepare them for high

school. A lot of investment in the culture, building a culture where the students are part of the team taking care of the school and each other.

- December presentation by Leadership Team to whole 7th-8th grade faculty regarding progress and getting their input into floor plan, advisory and schedule. After the presentation was shared with the faculty and discussion in small groups, we ended with a ticket to leave of “we are a school that...” to name how we want the adults and students to describe and define the identity of the school. ([link](#))
- Presentations by Sara Burd, Social Emotional Learning Programs, Mark Miano, Facilities, Stephanie Greiner, Special Education to leadership team for interactive discussions.

#### Floor Plan

- Floor Planning- We thoughtfully placed WL together, Special Education Rooms with clusters, OT, PT, Psychologist and Speech and Language together for teaming, designated a Team Room to support all learners, Reading Rooms together. Worked on the flow of students and the best way to transition from one class to another. Assigned rooms that didn't have designated space. Ex. Health, METCO ([link](#))
- Eighth grade will stay where it is currently on both floors, all seventh grade clusters will move to where the present sixth grade is located.
- Science Labs need to be retrofitted in the seventh grade area. One will be installed for the 2018-2019 school year (Room 447) and we will use one science lab in the eighth grade wing for an additional one.
- Spaces (3) for the transitional program, Millbrook coming to OMS.
- Two classrooms designated for the LABB program will come back from its current location at the high school.
- The teachers will not need to share classrooms/office space next year
- Space for the budget-funded 4th full cluster for seventh grade. Rooms designated for when the 8th grade expands to 4 full clusters (in the future).

#### Curriculum/Programs/Mission/Schedule/Community

- Responsive Classroom Overview – 2 Leadership members went to a one day RC overview and 2 administrators went to Leadership Workshop and reported out to the committee.
- Review of the Ottoson Vision/Mission done by Leadership Team last year and accepted. ([link](#))
- OMS will have a four day schedule
- The goal is to keep staff at either the Gibbs or the Ottoson vs teachers splitting their time. Potential areas where staff will go back and forth include physical education and school psychologists, team chair.
- Ottoson will stay on a 7 period schedule.
- Curriculum changes are minimal
- The ACE program will remain
- 4 Building Subs
- There will be three lunch periods
- Culture and Community: Goal is to create a supportive culture. Norms discussed: Open honest communication, trust and confidence, continuous learning/consistency of practice, recognition and having a sense of caring about each other, humor, honor traditions, high expectations, inclusive decision making process.
- Lobby painted and furniture painted/ flexible furniture.

April 3, 2018 Early Release Day – Presentation to Faculty – Decisions Made for 2018-2019

- List of Faculty for 2018-2019 - 99% finalized ([link](#))
- Vision/ Mission of the OMS School
- Floor plan done for move, boxes ordered
- Lobby being designed – flexible furniture and colors to paint the entrance being decided with the approval of Supt. Bodie.
- Time in the Schedule Daily – Making Connections with students, SEL Activities, Organization Skills, Snack daily - 15 minutes daily- need to find time in schedule without changing class time. May have to be 4 times a week.
- Eliminate 5 minute homeroom – go to first class where students are welcomed, attendance and announcements are done.
- Schedule remaining as a 4 day schedule
- DML offering broadened –using Directed Study
- No Recess-Mindfulness Breaks - Recess too challenging to cover/keep to time frame
- 3 Lunches
- Would like to use RC Language to be consistent with Gibbs – Power of Words Books purchased for every faculty member. New RC Advisory Book being looked at for purchase. Implement consistent practices for student attention being discusses – chimes etc. .
- One day training for each staff member (RC) discussed not full training.
- More locker breaks.
- OMS Identity: Excel, Empower, Engage- Teachers will unpack meaning on April 3 ....such as ex: Excel as a learner and leader etc.
- Classrooms available for scheduling directed study and small lunch groups.
- Build Staff diversity capacity, less emphasis on grades causing student stress, increased staff collaboration, happy hallways, and train more in project based learning, restorative justice, responsive classroom practices
- Supportive Discipline Flow chart from Safe and Supportive Schools being finalized.
- Continue and build on the student/faculty work on Cultural Proficiency

Discussion continues on.....

- Will Directed Study be able to happen in classrooms instead of the cafeteria? Yes. How often do students have Directed Study?
- Should we have Directed Study in general? What is the purpose? Do all students benefit and/or need it?
- Is it possible to explore other options for students during that time, like taking an additional special or foreign language?
- Advisory format and objectives
- Adding mindfulness/brain breaks/
- Carrying of backpacks
- Inventory of instructional tools needs to be taken of each classroom (projector, speakers, etc.)
- Technology Devices will be available at Ottoson for the 2018-2019 academic year.

Dr. Eileen Woods, March 14, 2018