



Malletts Bay School Staff Newsletter

Week of December 3, 2018

Norms and Collective Efficacy

Integrated Field Review on 1/24/19

All CSD schools will be participating in the Integrated Field Review on January 24th. This means we'll have some fellow educators from nearby districts visiting us on the 24th. Plan to go about business as usual on January 24th. All CSD schools will be visited to provide commendations on our work and recommendations on how we can improve. This information will help us when we go to update our Continuous Improvement Plan. Here is a short video about the IFR from the Vermont AOE:

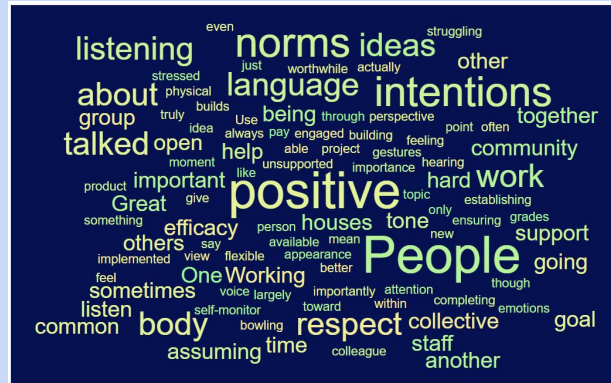
[AOE Video about Integrated Field Review](#)

Meetings With Jordan

Faculty and staff returning from the 17-18 school year, please reach out to me at jordan.burke@colchester.org to set up a meeting if you haven't already. I am hoping to meet with as many returning staff as possible before December 21 to get your perspective on our work here at MBS.

Part of our work as a staff has been to establish a set of norms. In September we brainstormed norms, and then with the help of the leadership team our norms were whittled down to the four statements that are listed below. As a faculty we will continue to revisit norms and they will apply to our work in all settings including faculty meetings, committee meetings, team time, and more informal meetings that we have together as educators. Having a common set of agreements about how we work together will enable us to continue to work on our collective efficacy as a staff.

[Link to Quotes Used at Staff Meeting](#)



Wordle from 11/29/18 Staff Meeting

MBS 2018 - 19 Norms

- Assume positive intentions and show mutual respect toward others.
- Speak your truth and actively participate with the group.
- Listen actively and stay open to new ideas.
- Take care of your needs and be respectful of others' needs

Upcoming Professional Development

December 5 Early Release Day	December 12 Faculty Meeting	December 19th Faculty Meeting
<p>Early Release Grid</p>	<p>All teachers will do iSTEAM work together. Please report to the Tech Kids classroom.</p>	<p>Off</p>

"The power of these norms, however, lies not in the act of setting them but in the frequency and care with which the group returns to them."

Liz City, from *Meeting Wise : Making the Most of Collaborative Time*



MBS CIP Information

Positive Behavior and December Focus on Kindness

The holiday season can be a hard time for students but we can **proactively kids by acknowledging the positive with tokens and reinforcing language**. Research suggests that one of the most effective ways to change behavior is to acknowledge positive behavior at a rate of **4-5 times more than we correct behavior**. This doesn't mean we shouldn't correct - it just means we need to work to acknowledge the positive. **Putting a large handful of tokens in your pocket every morning** can help us to remember to hand them out and acknowledge the positive.

In addition, during the month of December, students can be **acknowledged for kindness with the raffle tickets** put in mailboxes last week. This is a way to acknowledge students in addition to tokens. Students should receive a raffle ticket for **being positive role models and upstanders**. Raffle tickets go in the jar outside of the main office.



Reminders and Upcoming Events

Team Time Calendar: Here is a schedule for the remaining team times in 2nd quarter.

Yearbook Pictures: Our PTO is hard at work putting together the 2018 - 2019 Malletts Bay School Yearbook. Please share any pictures from this year in the yearbook folder: [MBS Yearbook Pictures](#)

Jordan and Brooke at DLT: Jordan and Brooke will be at the District Leadership Team Meeting at Central Office until about 12pm on Tuesday, December 4th. Jayme will cover the office that day.

Early Release Schedule: The schedule is flipped from the previous early release day so that students with afternoon UA classes now have them in the morning. Please pay close attention to this schedule - some of the lunch and recess times are different as well. [December 5 Early Release Schedule](#)

3rd and 5th Grade Assemblies: This Friday, 12/7 in the cafeteria both third and 5th grade will be having assemblies. The third grade assembly will be the Circle of Courage from 9:30 - 10:30. The 5th grade assembly will be with a representative from the US Navy on aircraft carriers. We'll call classes down the the cafe for the assemblies.

Winter Weather Schedules: Vermont weather is especially unpredictable in the winter. In the event CSD has delayed opening, here is a link to a tentative delayed opening schedule: [Delayed Opening Schedule](#). If CSD has an early closing (and we know about it prior to the start of the school day) we will alternate use of the early release schedules.

December Assemblies: Our regular All School Meeting will be Thursday, December 13th. On Friday, December 21st from 2:00 until 2:45 Ilze Luneau will do a basketball/character building assembly in the gym. More details to follow.

Token up for the December and January PBIS Celebrations!: Our December PBIS celebration is a schoolwide movie day scheduled for the afternoon of Thursday, December 20th. Stay tuned for details. Our January celebration will be Bowling at Spare Time. Classroom teachers, place your students in groups of 5 and email the list to Stephanie Miller as soon as possible.

Both of these celebrations will be a surprise for students. Once Oscar is full in both December and January we will get opt out slips for the movie day and permission slips for bowling out to families. Please make sure you are acknowledging students with tokens for their positive behavior in all locations throughout the school and playground.

Fourth Grade NAEP: Fourth grade will be administering the NAEP (National Assessment of Educational Progress) on **February 18, 2019**. Please make note of the date. More details will follow.