

Orville T. Bright Elementary  
10740S. Calhoun Street  
Chicago, IL 60617

### Professional Personnel Leadership Committee Minutes

The December 13, 2017 regular meeting of the Bright Elementary School PPLC was called to order by chairperson, Mrs. Macklin, at 3:10 p.m. in room 205. Members in attendance were: Angel Macklin, Christine Chavez, Erica Fox, Savannah Zeien, Samantha Murray, Sara Katzenbach, and Ms. Whitfield (3:20).

The minutes from the December 13, 2017 meeting were approved as read. We reviewed old business of CIWP Foci: Quality Teaching (Small Group Instruction Cycle of Learning). As the first phase of our cycle of learning, we will create a Google Survey to determine who is interested in receiving support via planning sessions and/or informal observations from members the PPLC. The second phase of the cycle of learning will include applying as a committee for the [Rochelle Lee Teacher Award](#) and Study Group Grant related to small group instruction. Chavez volunteered to serve as the Study Group Leader as the only returning RLTA team member and the team will meet to complete the application by the February 2018 deadline. A survey has been developed in regards to support of diverse learners.

PPLC Chairperson, Macklin, tabled the new business for our next meeting.

Next month's agenda was discussed and approved:

1. CIWP Foci: Culture for Learning in relation to district initiatives (AAI)
2. Announcements
3. Public Participation

The meeting was adjourned at 3:45 p.m.

Next meeting will be held on January 10, 2017.

\_\_\_\_\_  
(Secretary's Signature)

These minutes were approved as read (corrected) on \_\_\_\_\_.