

Pasadena Lakes Elementary

Literacy Leadership Team Meeting Agenda

Date: Wednesday, August 20, 2025

Time: 9:00 a.m. – 12:00 noon

Purpose: Review and evaluate the 2025–2026 Comprehensive Evidence-Based Reading Plan (CERP) to ensure successful implementation for the school year.

1. Welcome and Meeting Objectives (9:00 – 9:10 a.m.)

- **Facilitator:** Janet C. Williams, Principal
- Review meeting purpose and importance of fidelity to the CERP.

2. Overview of 2025–2026 CERP Requirements (9:10 – 9:30 a.m.)

- **Presenter:** Mokisha Spencer, Assistant Principal
- Key updates from *Applying Science of Reading (SoR) at BCPS: Parts 1–3*.
- Expectations for instructional walkthroughs and evidence-based practices.

3. Data Review and Analysis (9:30 – 10:10 a.m.)

- **Leads:** Janet C. Williams & Jacinta Damasco
- Examine screening, progress monitoring, and diagnostic data.
- Identify trends and prioritize student groups for Tier 2 and Tier 3 interventions.

4. Tiered Instruction and Interventions (10:10– 10:50 a.m.)

- **Presenter:** Jacinta Damasco, Literacy Coach
- Ensure Tier 3 interventions are scheduled outside the 90-minute reading block with endorsed/certified teachers.
- Confirm plans for explicit, systematic, small-group instruction.

5. Professional Learning and Support (10:50 – 11:10 a.m.)

- **Facilitators:** Janet C. Williams & Mokisha Spencer
- Outline professional development calendar aligned with SoR and standards-based reading instruction.

- Plan Professional Learning Communities (PLCs) for continuous support.

6. Family Engagement Initiatives (11:10 – 11:30 a.m.)

- **Presenter:** Jacinta Damasco & Lisa Morrow
- Review Read-at-Home Plan procedures.
- Strategies to promote participation in the New World's Reading Initiative.

7. Action Steps and Assignments (11:30 – 12:00 noon)

- Confirm responsibilities for each CERP section (Leadership, Coaching, Standards & Intervention, Professional Learning, Family Engagement).
- Set follow-up meeting dates and monitoring checkpoints.

8. Adjournment (12:00 noon)