

Reflecting on Student Success Meetings

September 2013

Over the last two meetings we have taken the time to reflect on the goals and processes of Student Success meetings through collaborative brainstorming, analysis of current goals and processes, and dialogue about what we do and how we do it. As a team we have decided to make some changes...

We have one more visioning/planning meeting left before the new goals and processes should begin. To facilitate rich discussion and to move us toward making some decisions here is a summary of what we've discussed so far and some probing questions to give us entry points to next steps.

1. Ability, mental health issues, drug use, and social skills most prevent students from being successful in our opinion.

Some questions to think about: How do we use the team approach to support students in these areas? How can we collaborate to develop interventions for each of these issues? Is there more we need to learn in order to support students? What are our strengths? What are our challenges? How are these issues included in our current referral process? In our support plans?

2. Our current goals for meetings include:
 - a. Identifying and addressing the needs of at risk students
 - b. Collaboratively finding solutions to support students
 - c. Following-up on student progress
 - d. Nourishing partnerships with teaching and support staff

Some questions to think about: How do these goals meet your needs and/or your department needs? Why do these goals best support students and staff? Do our meetings reflect these goals? How can we measure our impact or whether we meet our goals? Is anything missing?

3. Things we find valuable at our meetings include:
 - a. Sharing of information
 - b. Team approach
 - c. One person as case manager; team there to support
 - d. Checking in with each other

Some questions to think about: What do you feel is missing from our meetings? How should we organize our time? Who should be on the Student Success Team? Should the meetings be open or closed? What suggestions do you have for managing student cases? What is our process for managing student cases?

4. Although we all have a role to play in supporting staff and students, there is some overlap in the work we do. We aim to provide students with:
 - a. Winning timetables
 - b. Social support
 - c. Improved attendance
 - d. Academic support
 - e. Improved credit accumulation

- f. Connections to outside agencies
- g. Mental health support
- h. Partnerships with home
- i. Partnerships with staff

Some questions to think about: How can we learn from the expertise of our team? In which areas could our team benefit from having more tools to support students? Would some sharing/learning benefit our team?

- 5. We would like to revisit the referral process. Some possibilities include:
 - a. Separating academic and non-academic referrals
 - b. New online and/or print referral forms
 - c. Seeking feedback from staff as to the referral process

Some questions to think about: How will these changes impact our meetings? What information do you need from teachers in order to best support students? How can we increase both the quality and quantity of referrals? When we receive the referrals, how will we prioritize? After the referral, what do you think the follow-up should look like?

Potential Agenda for Tuesday's Meeting

- 1. The Why: Open Discussion on the points and questions listed above—what do you feel strongly about?
- 2. The What: Set mission/vision/purpose of the Student Success Team
- 3. The How: Strategies to meet our goals (including how meetings should be used and what info we need from teachers through the referral process)
- 4. The When: A timeline for making changes
- 5. Finally---what do we need to make these changes possible?