

School Improvement Team

Meeting Notes

Date:	May 27, 2025
Time	1:00 PM
Location:	Virtual Meeting
Attendees:	<div><input checked="" type="checkbox"/> Fermandi Dyson, Principal <input checked="" type="checkbox"/> Krystle Coles, Assistant Principal <input checked="" type="checkbox"/> Chiquita Boyd, Assistant Principal <input checked="" type="checkbox"/> Akia Jackson, Teacher Rep <input checked="" type="checkbox"/> Tanya Evans, Teacher Rep <input checked="" type="checkbox"/> Shawanda Jones, Teacher Assistant Rep <input checked="" type="checkbox"/> Catina Jenkins, Parent Rep <input type="checkbox"/> William Phillip, Teacher Rep <input type="checkbox"/> Karmika Jackson, Parent Rep <input checked="" type="checkbox"/> Julia Clapper, Parent Rep <input type="checkbox"/> Jahaira Payano, Parent Rep <input type="checkbox"/> Shamika Simon, Parent Rep <input type="checkbox"/> Jahaira Payano, Parent <input type="checkbox"/> Shantoria Shaw, Parent Rep</div>

Call to Order

The meeting was called to order by Tanya Evans, Chair.

Review of SIT Norms

Tanya Evans, Chair - Principal Intern reviewed the norms, which include:

1. Begin and End on Time
2. Honor the Agenda
3. Solution Oriented
4. Use Reaction Button to Raise Hand to Speak
5. Work Collaboratively
6. Share the Vision
7. Parking Lot

Principal's Report

Fermandi Dyson, Principal - gave Principal updates

- Thanks to the team for their contributions to the SIT..

Assistant Principals' Report

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Krystle Coles, Assistant Principal

- **Assistant Principal Coles:** Reported no Title IX incidents to report.

New Business/Old Business

Krystle Coles, Assistant Principal

- **Assistant Principal Coles' Updates:**
 - **Graduation Ceremony:**
 - Scheduled for **May 29th at 7:00 PM**
 - **Moving Up Ceremonies:**
 - Flyers sent out via **ParentSquare** to families
 - Final planning underway

Chair Evans: 25-26 SIP Planning Review

- **Overview: Monthly Deliverables & Focus Areas**
 - Reviewed progress toward major goals and alignment with SIP 25–26.
Focused discussion on three “Big Rocks”:

1. SEL Goal (A4.06 – Primary Focus Area)

- **Assessment Tools & Activities:**
 - Mood Color Indicators
 - Capturing Kids' Hearts (CKH) Strategies
 - Teaching Self-Regulation
- **SEL Systems in Place:**
 - Daily SEL time via CKH
 - BST supporting SEL through data reviews and BIPs
 - SSPLC check-ins
 - SEL lessons and Behavior Matrix used school-wide

Parent Question (Jenkins):

Has this indicator been challenged?

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Response (Principal Dyson):

No, it has not. All SEL-related initiatives are documented in the SIP and align directly with school and district goals. SIP serves as a showcase and accountability tool to help evaluate what's working, what needs to start, or what may need to stop.

2. Instructional Planning & Coaching (A4.01)

- **ILT Actions:**

- Coaching/modeling plan in place
- Practice Clinics and Learning Walks conducted
- EmpowerED Coaching Plan implemented

- **Instructional Tools Used:**

- ULS Training
- Ablespace
- Data from Walkthroughs and Classroom Observations

- **Tiered Instruction:**

- **Intervention Lab** successfully implemented
- Students identified using data for targeted instruction
- Plan to expand support to rising 3rd graders

3. Family & Community Engagement (E1.06)

- **Metro F.A.C.E. Team Initiatives:**

- Hosting **quarterly family engagement events**
- Focus on grades, IEP goal progression, and strengthening teacher-family relationships
- Reflection form on events completed by the team

- **Additional Review of Goals/Indicators**

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- **SIT Reflection Discussion/Feedback**
 - Completed Form as a group
 - [Results](#)

Assistant Principal Boyd: *Leadership and Instructional Systems Recap*

- **Instruction Teams & Planning Structures:**
 - Weekly CT meetings
 - Extra content and instructional planning meetings
 - Data reviews and progress monitoring
- **Staff Support Systems:**
 - Bi-weekly ILT meetings
 - BTSP coaching and survey data used
 - Use of Career Fairs and Staff Celebrations
 - Regular PDs and Workshop Wednesdays

Assistant Principal Coles:

- **2024–2025 Family Engagement Plan:**
 - Shared with SIT members for review
 - **Action Required:** Submit suggestions by **end of the week**
 - If no suggestions, email Coles directly to confirm review
 - Final version will be sent out with a sign-in sheet for accountability

Discussion:

- *Clapper* requested email confirmation; Coles confirmed she will follow up
- *Jenkins* asked what type of feedback is needed

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- Clarified: Suggestions should relate to event ideas, communication improvements, or any logistical considerations for enhancing family engagement

Next Meeting: June 12th

Adjournment: Meeting adjourned at 2:08pm

Minutes prepared by Akia Jackson, Recorder