

School Improvement Team

Meeting Notes

Date:	August 24, 2024
Time	1:00 PM
Location:	Virtual
Attendees:	<ul style="list-style-type: none"><input checked="" type="checkbox"/> Krystle Coles, Assistant Principal<input checked="" type="checkbox"/> Femandi Dyson, Principal<input checked="" type="checkbox"/> Jahaira Payano, Parent<input checked="" type="checkbox"/> Akia Jackson, Teacher Rep<input checked="" type="checkbox"/> Tanya Evans, Teacher Rep<input checked="" type="checkbox"/> Paris Harrell, Staff Rep<input checked="" type="checkbox"/> Brad Phillips, Teacher Rep<input checked="" type="checkbox"/> Shawanda Jones, Teacher Assistant Rep<input checked="" type="checkbox"/> Catina Jenkins, Parent Rep<input checked="" type="checkbox"/> Shantoria Shaw, Parent Rep<input checked="" type="checkbox"/> Karmika Jackson, Parent Rep<input checked="" type="checkbox"/> Julia Clapper, Parent Rep<input checked="" type="checkbox"/> Jahaira Payano, Parent Rep<input type="checkbox"/> Lena Belvin, Parent Rep - Not Present<input checked="" type="checkbox"/> Shamika Simon, Parent Rep.

SIT Norms Review

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

Proposed Changes:

- Parent Rep (Jenkins) Proposal: Add a "parking lot" for topics that require further discussion, allowing the team to revisit them at the end of the meeting or at future meetings.
- Seconded by Paris Harrell.
- Next Steps: Vote on the current norms and proposed additions at the next meeting.

Principal's Report - Ms. Dyson

- Welcomed attendees.

Assistant Principal's Report - Ms. Coles and Ms. Boyd

- Title IX: (*Assistant Principal, Boyd*)
 - No incidents to report.

- Title I: (*Assistant Principal, Coles*)

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-Update on the Parent and Family Engagement Plan; the only change is that teachers will reach out to parents to identify volunteer opportunities.

- SIP Plan: (*Assistant Principal, Coles*)

- Indistar is accessible on the school website. It includes all goals aligned with district objectives, with a focus on 12 specific goals due to the school's CSI status.
- Reviewed all 12 goals.
 - New Goal for Kindergarten
 - Title I funds: \$10,000 allocated for extended learning opportunities.

Intervention Lab Plan - *Staff Rep, Harrell:*

- Shared foundational elements.

***Discussion Points:**

- Parent Rep's (Jenkins) Question: Is the reteach due to regression?
- Paris Harrell's Response: No, it is additional support to ensure students meet their goals.

Student Services

- *Assistant, Principal, Boyd:* The student service team regularly discusses progress on behavioral goals, ensuring students receive necessary interventions.

- *Assistant Principal, Coles:* Advised the team of the recent addition of a tracking system for students monitored during transportation.

Parent Workshops - *Assistant Principal, Boyd:*

- Quarterly "Lunch and Learn" workshops with a virtual option. The first session on "Guardianship" is scheduled for Oct 23rd at 12 PM.
- New Initiative: Parent University for resources and classes.
- *Staff Rep, Harrell:* Chat Comment - (*Our team is securing free follow up support for the guardianship workshop as well.*)
- *Parent Rep, Clapper:* Chat Comment - (*I learned some valuable information at the parent workshops I've attended. If you have a chance you should go*)

Vocational Programs - *Staff Rep, Harrell:*

- Discussed vocational CBI/CBT courses available for high school students, partnering with community organizations.

Team Meetings & Observations - *Assistant Principal, Coles:*

- Administrative Team (Admin)
 - Conducts formal observations
- Instructional Leadership Team (ILT):
 - Meets biweekly to report back to SIT on significant matters requiring a vote.
 - Conduct team Walkthroughs ELA & Math focus
- Core Leadership Team (CLT):
 - Meets weekly
 - Conducts walkthroughs to support school improvement along with regular classroom visits for coaching.

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- Collaborative Team (CT):
 - Weekly meetings to review instructional practices.

Teacher Support - Assistant Principal, Coles:

- New Teacher Coach: Funded through Title I to support new and transitioning teachers.
- Teacher Recruitment Bonus:
 - **Principal, Dyson**
 - Reported Change: \$7,500 bonus from district funds, not impacting the school budget.

AbleSpace

- **Teacher Rep, Jackson:**
 - New platform for tracking IEP progress, improving data entry and reporting for teachers.
- **Staff Rep, Harrell:**
 - Emphasized the need for streamlined data management to drive IEP goals.
- **Parent Rep, Payano:** responded to Harrell in the chat (*I am interested in learning more*)
- **Parent Rep, Jenkins:** responded to thread in the chat (*Yes, so am I!*)
- **Staff Rep, Harrell:** responded in chat (*Would love to share more! Will reach out after this meeting and add this to our Parking lot! Could be a great workshop topic*)
- **Assistant Principal:**
 - Professional development sessions will be offered on Workshop Wednesdays.

New Business

- **SIT Roles Needed:**
 - Chair: Facilitates meetings, sends agendas to administrators and team.
 - Co-Chair: Co-facilitates meetings and monitors team dynamics.
 - Reporter: Takes notes and emails them to Coles.
- **Nominations:**
 - **Assistant Principal, Coles:** will send out a Google Form for role nominations.
 - **Staff Rep, Harrell:** made nominations through chat.
 - (*Mrs. Tanya Evans or Akia Jackson for Chair or Co-Chair!*)
 - Neither candidates responded to nominations.
 - **Principal, Dyson:** Informed the team that they are Principal Interns this year which may reflect their silence and encouraged everyone to consider the role.

Metro Student Showcase

- Discussed Title I Parent and Engagement Allocation and new meeting schedules.

Action Items: Assistant Principal, Coles

- Voting on School Improvement 2024-25 Plan
<https://forms.gle/3JYFEkE3ocdbqmEN8>

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- Prepare for deeper discussions on the school improvement plan and group work.

Old Business: None.

Next Meeting:

- Date: Oct 29th @ 1 PM
- Agenda: Focus on the school improvement plan.

Adjournment: 2:00 PM