



## Mint Hill Middle School

School Improvement Team (SIT)

Thursday, 30 May 2024

4:30 – 5:05 pm

### SIT MEETING MINUTES

#### Team Members

- **Present:** Steve Drye; Dayna Gerlach; David Lail; Lexi McKinney; Jill Pereira
- **Absent:** Shelly Deberry; Don Fritz; Linda Higgins; Kelly Holmes; Kerry Hummel; Nicole McConnell; Donna Ratchford; Liz Rutkowski; Maya Shinn

**Guests:** Shea Mustian

#### Welcome

Meeting began at 1:00 pm via MS Teams. Principal Steve Drye welcomed all attendees and reviewed the minutes from the [30 May 2024](#) SIP meeting. Minutes were approved unanimously.

#### SIP Annual Review and Meetings

Principal Drye provided a comprehensive Annual Review of school performance vs. indicators encompassing relevant data; successes; challenges; and opportunities.

#### Proposed 2024-25 Teacher Workdays

- Principal Drye shared a [draft](#) workdays document for review and input by the SIT with new CMS Crown Academy Onboarding Experience 2024 parameters considered.
- Maximum optional workdays were included in support of this new initiative per CMS directives.

#### Staffing 2024- 2025

- Principal Drye discussed current vacancies as follows:
  - EC Assistant / PNA - 2024 -25 and an EC Assistant - Extensions have been hired!
  - Math / Science Teacher 7 has been upgraded to an MCL (SE) position to provide additional leadership and coaching as well as teaching.
  - Math Teacher 6
- He also discussed possible position exchanges for guest teachers if no suitable math candidates could be located by August.

#### Title IX Review

- Principal Drye provided a review of the Title IX process and current reporting.
- He solicited input from parents concerning additional:
  - Recommendations for preventing sexual harassment in and ensuring that students understand their right to be protected from sexual harassment; and
  - Strategies for ensuring students understand how to report possible sexual harassment and are aware of the school's obligation to promptly and effectively respond to sexual harassment complaints.
- Previous suggestions were reviewed:
  - Reiterating / reinforcing these topics at grade level assemblies;
  - Following up with feeder elementary schools to determine any gaps for rising 6th graders;
  - Posting additional student-friendly signage to inform students of multiple ways to report potential Title IX violations (i.e., SS-ARS / Say Something App; Google Form on Launchpad);
  - Providing a Launchpad tour via CCTV announcements; and
  - Acquiring TVs to scroll key messages in high traffic locations throughout the school.
- Principal Drye noted that these topics were shared with students in second semester grade level assemblies and that Title IX is reported most frequently in person to a trusted adult although some cases have been reported via the SS-ARS app.
- It is evident that students 1) understand Title IX; and 2) know how to use various modalities to report concerns.

- Principal Drye noted that Title IX incidents at MHMS continue to decline and he attributed this to ongoing efforts to educate students.

**Calendar / Upcoming Events**

- Principal Drye shared the following upcoming events:
  - 8/16: First Teacher Workday
  - 8/21: Open House
  - 8/26: First Day of School for Students
- Principal Drye noted that a Google Form will be sent out to solicit SIT / PTSA members for 2024-25.

**Closing / Next Meeting**

- Meeting adjourned at 1:38 pm
- Next meeting is Thursday, 25 June 2024 @ 4:30 pm on MS Teams.

**All SIT meetings are open to interested parents or community members.**

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| <b>Teams:</b> <a href="#">Click here to join the meeting</a> | <b>Meeting ID:</b> 251 912 621 053                    | <b>Passcode:</b> AZvhds                      |
| <b>Resources</b>   | <a href="#">SIT Meeting Dates 2023 - 24 (revised)</a> | <a href="#">CMS SIT Handbook 2023 - 2024</a> |