



## Mint Hill Middle School

School Improvement Team (SIT)

Thursday, 29 February 2024

4:30 – 5:00 pm

### SIT MEETING MINUTES

#### Team Members

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

**Guests:** Marcel Drayton

#### Welcome

Meeting began at 4:30 pm via MS Teams. Principal Steve Drye welcomed all attendees and reviewed the minutes from the [24 January 2024](#) SIP meeting. Minutes were approved unanimously.

#### SIT Meeting Dates

- Principal Drye reviewed this year's remaining meeting schedule and noted that our next meeting is scheduled for 27 March 2024 (Wednesday). Meetings are typically scheduled for the 4th Thursday of each month in order to have more information to share with parents. The next meeting is set to avoid a meeting the night before a holiday.
- principal Drye reviewed upcoming events through April.

#### SIP Review / Revision

Principal Drye shared:

- [Quarter 2 Data Report Out](#)
- [Math 8: Bright Spot](#)
- Revision / Review of SIP Action Steps

#### Schools To Watch

Principal Drye shared that Mint Hill Middle had been successfully redesignated as a National School as a result of the visit held on Monday, 29 January 2024. He shared [comments](#) from the certification team.

#### Staffing 2023- 2024 - Vacancies

- Principal Drye discussed current vacancies and staffing efforts for the 2023-24 school year.
- He noted that the school is now fully staffed with custodians but still seeking an ELA / SS 8 Teacher.
- He also expressed hope in finding candidates for 2024 - 25 at an upcoming CMS Job Fairs to be held on 23 March 2024 and 4 May 2024.

#### Title IX Review

- Principal Drye provided a review of the Title IX process and current reporting.
- He solicited input from parents concerning:
  - 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.
- Suggestions from the December meeting were reviewed:
  - Reiterating / reinforcing these topics at upcoming discipline assemblies when student return from winter break in January 2024;
  - 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 January grade level assemblies and that additional suggestions will be acted on as Semester 2 begins.

#### Closing / Next Meeting

- Meeting adjourned at 5:10 pm

- Next meeting is **Wednesday**, 27 March 2024 @ 4:30 pm on MS Teams.

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

<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>