

Committee Meeting Minutes

Date of Meeting: May 15, 2019

Start Time: 2:45 pm

End Time: 3:30 pm

Location: Codington Media Center

Members:

Member Name	Roles and Responsibilities
Mr. Elmore, Mrs. Horton	School Administrators
Ms. Ashely (for Mrs. Walters), Ms. Tait, Mrs. Deese (for Mrs. Fowler), Mrs. Baysden, Mrs. Durant, Mr. Scarletto (for Mrs. Carter), Mrs. Tyndal	Teaching Staff Representation
Mrs. Turley	Para Educator and Office Staff Representation
Mrs. Tribie-Reed, Mrs. Tanner	Parent Representation
Mrs. Maples	SIT Chair

Not in Attendance:

Agenda

Purpose of Meeting and Action(s) and Target Completion Date:

1. Introductions and Welcome
 - a. Mr. Elmore started the meeting and welcomed everyone
2. Review of SIP Goals
 - a. Quick review of the 2018-2020 school improvement goals
3. New SIP Format
 - a. NCStar will be the new format
 - b. All schools in NHCS will be using this format for their SIP
 - c. Requires 2 meetings a month
 - i. SIT will be one
 - ii. Committees will be second meeting
 - d. Committee chairs will be members of the SIT – this will mean including a few more members to our team next year
 - e. Reviewed current committees
 - f. Still have 3 major goals but will have 12 indicators that will be designated
 - g. These indicators will be used to help work toward goal completion
 - h. Each grade level or committee meeting will be centered on one or two indicators
 - i. A section for indicators will be added to the agenda/meeting form used by grade level and committee meetings
 - j. All schools in NHCS will be using this new NCStar format for their SIP
 - k. We will be using PBIS (positive behavior intervention system) next year
 - l. Review NC Star vocabulary
 - m. This new system means that everyone will have 100% access to see the plan and all of our actions will be transparent, changes and updates will be instantly shown
 - n. This system provides a continuous improvement cycle
 - i. Assess (like the self assessment we did today)
 - ii. Create
 - iii. Monitor

- o. The system has 5 dimensions
 - i. Instructional excellence and alignment
 - 1. Teaching and Learning
 - 2. Support for student achievement
 - ii. Leadership Capacity
 - iii. Professional Capacity
 - iv. Planning and Operational effectiveness
 - v. Families and Communities
 - p. Next year during our SIT meetings each of our indicators will be on our slide presentation
4. Each member present was given a self-assessment form and asked to rank each item. Assessments were collected and will be tabulated to guide discussion and NC Star implementation in July.
 5. Members will allowed to leave once they completed their assessment.
 6. Members not present were given an assessment form to fill out
 7. Next Meeting
 - a. July 24, 2019