

# Forest Hills Global Elementary

## Meeting Minutes

**Meeting Date:** May 9, 2019

**Title:** School Improvement Team

**Location:** FHG Media Center

**I.Attendance:** Holly Minnear, Annie Lovoy, Gretchen Parker, Christina Daniels, Christina Lancaster, Claudia Rossi, Stephanie Tew, Michelle Crowell, Leigh Pleta, Blaire Harkey, Tyler Knotts, Dawn Walker

**II. Call to Order-** Reading/Approval of April meeting notes

**III. Synthesize information from Comprehensive Needs Assessment-** SIT chair led group in rating each element of comprehensive needs assessment on a rubric

**IV. Title I Parent Survey Results-** SIT chair presented parent survey results in graph form and committee members discussed items of interest, gave ideas for improvements for next year

**V. Teacher Working Conditions Survey Review-** SIT chair gave copies of TRCS items receiving a low score and asked committee members to share with their team. Members are to lead their team in noting improvements made since the survey and suggesting other improvements. Hard copies are to be turned into the SIT chair by May 31. A master document will be presented to the principal.

Synthesize information from  
[Comprehensive Needs Assessment](#) - Lovoy

Title I Parent Survey Results- Minnear

Teacher Working Conditions Survey-  
Minnear