

**Snipes Academy of Arts & Design
School Improvement Team Meeting Agenda and Minutes
Monday at 3:00 pm**

SIT Team Members

Principal - Rachel Manning	Assistant Principal - Rachael Beckelhimer
Assistant Principal - Stephanie Willis	Instructional Coaches Maura O'Mahony K-2, Mandi Kausak 3-5
School Counselor -Cora Laurens	Kindergarten - Jennifer Goss
1st Grade - Courtney Malahias	2nd Grade - Carter Kennedy
3rd Grade - Julie Vincent- Horne	4th Grade - Amanda Rouse
5th Grade - Taylor Henley	EC Dept - Kelly Smith
Enhancement - Kim Jernigan	Paraeducator - Donnell Giles
Rotating Interventionists: Kristen Peterson, Jenny Cotten	Other:

Staff Members Absent: Maura O'Mahony, Cora Laurens, Stephanie Willis

Parent Representatives Present: Laura O'Leary

Parent Representatives Absent:

Guests Present: Chris Schulte, Stacy Menzies

Topics	Presenter
Welcome/Celebrations <ul style="list-style-type: none"> ● Kennedy did the jigsaw today ● A student who falls asleep most days in Henley's class stayed awake all day and worked hard. ● A student who struggles with behavior in Horne's class earned all of her points today. ● A student in Malahias' class who struggles to complete his work, finished all of it today. 	Kausak
Communication <ul style="list-style-type: none"> ● Reminder- When you are absent, please continue to notify administration, but you also need to notify your team members and your grade level instructional coach. ● Mrs. Manning's phone number- 910-443-5315 	Manning
School Performance Plan <ul style="list-style-type: none"> ● 2022-2023 School Performance Plan ● Manning is presenting this Wednesday to the senior staff members 	Manning
MTAC (Media Technology Advisory Committee) <ul style="list-style-type: none"> ● Library Questions for SIT ● We can add to the "All call" about returning library books ● Keep all of Menzies' current plans in place for this year ● Menzies will send the next overdue notice on colored paper with more explanations regarding overdue books on a full page rather than half. ● Teachers can add a library book reminder to their monthly communication log 	Menzies

Topics

Presenter

NC Star-

Review:

How are we doing with what we added on differentiation (**A3.09**) so far? We added actions at our September meeting of:

1. Students will show mastery of differentiated products
2. Teachers will differentiate teaching the process differently (Eureka and Reading Fundamentals tells you how)
3. Teachers will set goals with students in their data notebooks in answering “Where am I going?, How am I doing?, and Where do I go next?”

Team input:

- 5th grade has talked about which Science unit to integrate the differentiated product into- thinking Living Organisms (cells)
- Kindergarten is differentiating daily, thinking about the writing kit this quarter and how to differentiate the overall product based on ability levels of their writers.
- Eureka Math has videos to use within Launch to engage students before doing the math, teachers are using the sidebars because ideas for differentiation are built in.
- Utilizing TAs to support with differentiated small groups in 1st grade
- Ms. Smith is modifying 5th grade science slideshares to fit the needs of her students that can access core science

New action to discuss today:

A4.02-Teams of special education teachers, related service providers meet regularly to enhance/unify instructional planning and program implementation for students with disabilities.

Current actions already-

- EC students are grouped in certain classes according to their IEP needs and goals.
- We have a cross grade level planning assigned once a month for regular ed and EC teachers to meet/plan. **These were completed last year and the year before, before LETRS began**
- Read Wise ways <https://www.indistar.org/app/WiseWays/5118.pdf>
- What actions are we adding-fill out form in your table groups. **I need to know who will monitor this, what will be the end date**

Action Ideas-

New Action already completed- Report card committee

Once a quarter, each grade level will meet with the EC teacher(s) that serve their EC students to discuss all data, classroom performance, accommodations and modifications.

Ms. Kennedy will partner with Ms. Smith to create a data tool to support at meetings and provide evidence.

Mrs. Manning will look at the calendar for dates to use for this.

Safety-

- Fire drill this month
- Make sure all Safe school binders are updated with hard copies of emergency contacts. Please send this home this week. [emergency contact form snipes2022.docx](#)
- Please give a copy of each form to Keyama by 10/31, keep one for yourself
- Safety Crisis meeting next week and I will report anything new.

Beckelhimer

Topics	Presenter
Parent Input - <ul style="list-style-type: none"> ● Provided an idea for drawing attention to library books when sent home, many students bring lots of books home due to getting some that are donated. 	Team
Next Steps- <ul style="list-style-type: none"> ● Remind your team of communication expectations when they are out, share Mrs. Manning's phone number if anyone doesn't have it ● Share School Performance Plan with your team ● Teacher add a library book reminder to your monthly communication log ● Mrs. Manning will review the calendar for dates for our new action- EC and gen. Ed quarterly meetings ● Ms. Smith and Ms. Kennedy will meet to create a data tool to support at quarterly meetings. ● Send Emergency contact form home once you receive it. Once returned copy them- keep one for your safe schools binder and give one copy of all to Keyama by 10/31 ● Make sure safe schools binders are updated 	Team
Plus/Delta <ul style="list-style-type: none"> ● Good conversation, productive 	Team
Next Meeting: 11/14/22 @ 3:00pm Snacks- Jernigan and Horne	

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions
Indicator Being Assessed: A4.02 Teams of special education teachers, related service providers meet regularly to enhance/unify instructional planning and program implementation for students with disabilities.
Current Level of Implementation: No Development Limited Fully Implemented
Priority Score: High: 1 Medium:2 Low:3
Opportunity Score: 3: Easy to Address 2: more difficult but can be obtained with current policy or budget 1: Changes will be required to policy and/or budget
What should this look like at our school once fully implemented? This needs to be a couple of paragraph
Action/Tasks 1 What: EC team members, an instructional coach and AP collaborated to develop a grading policy for report cards for our EC student subgroups.

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions

Who is responsible- Amanda Kausak

Timeline: October 2022

Monitor task: (progressing, **completed**)

Action/Task 2

What: Once a quarter, each grade level will meet with the EC teacher(s) that serve their EC students to discuss all data, classroom performance, accommodations and modifications.

Who is responsible: Kelly Smith

Timeline: June 2022

Monitor task: (**progressing**, completed)

Action/Task 3

What:

Who is responsible:

Timeline:

Monitor task: (progressing, completed)

Action/Task 4

What:

Who is responsible:

Timeline:

Monitor task: (progressing, completed)