

**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, Courtney Malahias, Taylor Henley

Parent Representatives Present: Laura O'Leary

Parent Representatives Absent:

Guests Present: Angel Owen

Topics	Presenter
<p>Welcome/Celebrations</p> <ul style="list-style-type: none"> ● 5th grade had a great field trip ● Christey Bryan got engaged ● Ms. Owen has a new para 	Kausak
<p><u>NC Star-</u></p> <ul style="list-style-type: none"> ● A4.02-Follow up discussion from last month's focus ● Action: "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 and Ms. Smith created a great tool- Quarterly EC conference ● Mrs. Manning will look at the calendar for dates to use for this.-Do we have these dates set yet so we can add it to our calendar? ● Ms. Manning will look at the dates before Christmas and assign different days for different grade levels. <p>New indicator focus for this month-A4.22 All teachers are responsive to students' cultural backgrounds and incorporate culturally relevant materials in their classrooms (county mandated indicator this year but we already had three actions from the past).</p> <ol style="list-style-type: none"> 1. We participated in a mandated Canvas course for all teachers on cultural awareness. 2. Purchased books based on different cultures and disabilities to add to our teachers classroom library and media center 3. Teachers will use and substitute culturally appropriate books in SEL, Reading, and Writing curriculum throughout the year. 	Beckelhimer

Topics	Presenter
We added new actions for this indicator- see indicator assessment worksheet below.	
<p>Safety-</p> <ul style="list-style-type: none"> ● We will look for emergency contact sheets in your binder for our next drill on 11/28 at 10:20. ● Please make sure you are taking the walkie's out to recess with your location and they are placed back on the charger correctly so they can be charged for the next day. ● Fire report-Main safety concerns are as follows: I am getting clarification on a couple things but here is what we need to fix. ● If you have fabric or table cloths hanging they need to be sprayed professionally with fire-retardant (The Blind Butler does it and Ken's Wash on Wheels). ● Christmas lights and lamps must be plugged into an outlet not an extension cord or removed. ● Nothing hanging on your blinds or doors (all paper must be removed from blinds or doors). ● Beans bags and pillows must have fire-retardant stickers in order to be in the classroom. Keep them on for documentation or give me all documentation for these things. ● <i>Does the staff have any questions about safety or anything they want to discuss?</i> ● The ramp near the playground is really slippery and students easily fall. Mrs. Manning will follow up 	Beckelhimer
<p>Parent Input -</p> <ul style="list-style-type: none"> ● Idea for improving communication between with parents and teachers- parent teacher conferences and more open conversation ● There will be conferences in January, dates to come 	Team
<p>Next Steps-</p> <ul style="list-style-type: none"> ● Mrs. Manning will send out dates for Quarterly EC meetings ● Mrs. Manning will follow up on the ramp safety concern. ● Share all of the updated safety information with your teams. ● If your grade level is in need of an updated S.S. map, please discuss and let Mrs. Manning know. ● Next meeting indicator focus- B3.03 	Team
<p>Plus/Delta</p> <ul style="list-style-type: none"> ● Good conversation ● Snacks were delicious 	Team
<p>Next Meeting: 12/12/22 @ 3:00pm</p> <p>Snacks- Giles & Goss</p>	

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions

Indicator Being Assessed: A4.22 All teachers are responsive to students' cultural backgrounds and incorporate culturally relevant materials in their classrooms (county mandated indicator this year but we already had three actions from the past).

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions

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: All K-5 teachers will teach perspective taking through Harmony SEL curriculum during morning meeting

Who is responsible: Cora Laurens

Timeline: June 2023

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

Action/Task 2

What: Social Studies Weekly curriculum is taught in all of K-5 classrooms.

Who is responsible: Amanda Kausak

Timeline: June 2023

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

Action/Task 3

What: Geodes K-2 decodable books are utilized to support reading and culturally responsive learning in all K-3 classrooms.

Who is responsible:Maura O'Mahony

Timeline: June 2023

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

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions

Action/Task 4

What: Ms. Menzies holds First Books events yearly to provide all students in the building with culturally relevant books to read at home.

Who is responsible: Rachel Manning

Timeline: June 2023

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

Action/Task 5

What: Our ESL teacher created an interactive bulletin board to support learning of diverse groups of people and cultures.

Who is responsible: Amanda Kausak

Timeline: June 2023

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