

**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: Rachael Beckelhimer

Parent Representatives Present: Laura O'Leary

Parent Representatives Absent:

Guests Present:

Topics	Presenter
Welcome/Celebrations <ul style="list-style-type: none"> Ms. Laurens got her associate clinical mental health license- she is a clinical mental health counselor and play therapist now 	Kausak
EC Quarterly Conferences <ul style="list-style-type: none"> Review of expectations- All meetings need to be held by February 23rd, focus on your Resource and ISCS 1 students, reach out to your case manager (who serves the child) on when to meet. 	Kausak
February MOY Parent/Student/Teacher Conferences <ul style="list-style-type: none"> Face-to-face expectation- all meetings need to be student/teacher/parent conference, students utilizing student data notebooks and the teacher sharing MOY data, classroom assessments, brags/concerns Invite your student counselor of your grade level if you have a attendance issue If you have Tier 3 academic students, collaborate with Jenny or Kristen, they will attend of possible, If you have large families, coordinate if possible to have multiple conferences on the same day (afterschool) so parents don't have to come out 3-4 different times If you have Resource or IAS students, work to collaborate with the case manager to all be a part of one meeting. Dr. Willis create a flier to send out to our families through Remind and social media Timeline to complete all conferences- completed by February 28th Sign in Sheet- due to Mrs. Manning by Feb 28th 	Manning

Topics	Presenter
<p>Behavior Reflection discussion</p> <ul style="list-style-type: none"> ● Reflection Sheets for Enhancement Classes- students are struggling to write meaningfully on the current one Jernigan will bring back ideas to next month's meeting ● Some students are struggling with behaviors at the end of enhancements and needing a neutral place to deescalate when they aren't ready to leave the calm corner/bounce (before transitioning back to class)- try Kausak, O'Mahony or Jernigan to pull to their calm corner for a few minutes to support before sending back to class. The PLC room has a great calm space that any adult could utilize for a few minutes with a child even if Kausak or O'Mahony are not available 	
<p>LETRS/School-wide Vocabulary</p> <ul style="list-style-type: none"> ● Teacher Feedback on how the first few weeks have gone- we love it! Send any more 5th grade science words Maura's way if you have specific ones 	O'Mahony
<p><u>NC Star</u> Indicator A2.04-Instructional Teams develop standards aligned unit of instruction for each subject and grade level</p> <p>We need to decide if we want to add any new indicators or be closed for the year? Do we feel this indicator is fully implemented? https://www.indistar.org/app/WiseWays/5094.pdf.</p> <ul style="list-style-type: none"> ● Teacher representatives share out their team input they've gathered regarding the Wise Ways for A2.04 (last page questions) <p>CLOSED</p> <ol style="list-style-type: none"> 1. Create a walkthrough schedule. 2. Create a core subject walkthrough-Instructional Coaches do this 3. Teachers will use Learning Intentions and Success Criteria in their daily lesson plans and to help students understand what mastery of the standards looks like. 4. Create an agenda for weekly PLC's with administration and Instructional Coaches 5. PLCs will analyze data after benchmarks and adjust groupings based on data. 6. Coaches will help plan and align units of instruction 7. Create a pacing guide the entire year for reading and math with prerequisite standards needed that students may have missed due to being out for Covid and remote learning. <p>CURRENT- we need evidence of these by the following dates in order to close them</p> <ol style="list-style-type: none"> 1. EC will help teachers modify work for students with special needs due 6/30 (how's this going?) *If you have a student in your class that has modified work on their IEP, you need to work with your EC case manager to do this for your student, ask if you need support with this 2. Pre and post test data will be analyzed pre and after each unit and learning activities (e.g., independent work, small group work, and homework assignments will be differentiated for lagging students. Due on 7/1 (how is this going?) 3. Teachers will have the Eureka Squared Coaching Cohort through the County on and off campus as we participate in Eureka trainings and walkthroughs. Due 8/1 <p>The team decided we do not need to add any more actions to this indicator. We need to focus on numbers 1 and 2 of our current list, so we can close this by the end of the year. Some of our upcoming next steps with conferences, EC Quarterly meetings and MOY data digs will support these. Continue to keep these on the forefront.</p>	Kausak

Topics	Presenter
<p>Safety-</p> <ul style="list-style-type: none"> • Safety meeting was held with our support team on 1/13/23. We discussed the reunification process and everyone's roles. Updated maps were given to you in your mailbox so please place them in your Safe School Notebook. Make sure you all have your rosters updated and to go bag packed as well if we have to leave campus. • Follow up at MOY conferences if you are still missing any emergency contacts. Get these on your new students as well. 	Beckelhimer (Kausak)
<p>Parent Input -</p> <ul style="list-style-type: none"> • None at this time 	Team
<p>Next Steps-</p> <ul style="list-style-type: none"> • EC Quarterly Meetings by February 23rd • MOY student/teacher/parent face-to-face conferences by February 28th, sign-in sheets due to Mrs. Manning by February 28th • Dr. Willis will make flier for conferences to send out • Share the 2 actions that are still a focus for the year with your teams • Review the 3 new pages from Mrs. Beckelhimer on reunification- exchange the old pages in Safe Schools binder, make sure you have updated rosters as well <p>Next Meeting- NC Star Indicator- B3.03-The principal monitors curriculum and classroom instruction regularly and provides timely, clear, and constructive feedback to teachers.</p> <ul style="list-style-type: none"> • Total number of actions =6 • Current action-"Using our walkthrough tool, we will look at graphs monthly looking for trends, success, and plan next steps based on spreadsheet data: Do we want to add any more (see wise ways) or close this out at the end of the year? - https://www.indistar.org/app/WiseWays/5149.pdf 	Team
<p>Plus/Delta</p> <ul style="list-style-type: none"> • Good snacks today 	Team
<p>Next Meeting: 2/20/23 @ 3:00pm</p> <ul style="list-style-type: none"> • Jernigan & Henley will bring snacks 	