

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

SIT Team Members

Principal - Rachel Manning	Assistant Principal - Maura O'Mahony
Assistant Principal - Dr. Stephanie Willis	Instructional Coach- Ashley Sansing
School Counselor - Chris Schulte	Kindergarten - Miranda Ratcliffe
1st Grade - Mary Costello	2nd Grade - Victoria LaRusso
3rd Grade - Christey Bryan	4th Grade - Jason Rhodes
5th Grade - Taylor Henley	EC Dept - Krista McMullen
Enhancement - Kim Jernigan	Paraeducator - Laura Rouse
	MTAC: Stacy Menzies

Staff Members Absent: Christey Bryan

Parent Representatives Present:

Parent Representatives Absent:

Guests Present: Carter Kennedy

Topics	Presenter
Welcome/Celebrations <ul style="list-style-type: none"> ● Rouse sold her house! ● Costello had a win today! ● Larusso's daughter turned 4 	
Electing 22-23 SIT Chair <ul style="list-style-type: none"> ● And the WINNER is.....Chris Schulte 	Manning
SIT Member Best Practices <ul style="list-style-type: none"> ● SIT member checklist for best practice ● Family Engagement Policy- every year we review this to be sent home with parents; Mrs. Manning will edit this document to represent our school's communication tools such as dojo and school messenger ● Family/School Compact- each year it is an expectation that teachers share this with students and parents; Mrs. Manning will edit this document to update and adhere to the dress code, add an EC case manager signature line, add a sleep/well rested component and to notify the front office when there is a transportation change ● Parents Right to Know- parents have the right to know about your qualifications as the teacher of their child 	Manning
<u>NC Star Goals-Snipes overall goals will be...</u> By June 2024, overall proficiency will meet or exceed 45% in Reading (33%) and Math (41%). By June 2024, overall proficiency will meet or exceed 50% in fifth grade Science (46%).	Willis

Topics	Presenter
<p>By June 2024, As a school we will meet or exceed growth as measured by EOG scores.</p> <ul style="list-style-type: none"> ● NC Star District Requirements-These are the indicators the county picked for each school and actions the instructional leadership team developed for each indicator. <ul style="list-style-type: none"> ○ A2.04 Instructional Teams develop standards-aligned units of instruction for each subject and grade level <ul style="list-style-type: none"> ■ EC teachers will help teachers modify work for students with special needs ○ B3.03-The principal monitors curriculum and classroom instruction regularly and provides feedback to teachers. <ol style="list-style-type: none"> 1. Use STOIC and other Walkthrough Tools to provide feedback to teachers focusing on different topics each month (ex. Student Engagement, Behavior Management, Foundations, Wit & Wisdom, Eureka, Small group instruction, Tier 2 Fidelity, etc) ● As SIT, we need to pick 2 more to focus on for the year and include actions on how to demonstrate progress toward full implementation. <ul style="list-style-type: none"> ○ A4.06: ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary. <ul style="list-style-type: none"> ■ The team determined we will archive this indicator ○ C3.04: The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff. <ul style="list-style-type: none"> ■ The team determined we will close this action out ○ The team voted to add in E1.06-the school communicates with parents/guardians about expectations of them and the importance of the curriculum of the home ○ The team voted to add in C2.01- the school regularly looks at the school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs ● 	
<p><u>Annual Title 1 Night-</u></p> <ul style="list-style-type: none"> ● Annual Title 1 Meeting - 8/31/23 at 5:30-6:30 <ul style="list-style-type: none"> ○ Light snacks will be served in your classroom (ex: bottle of water, bags of pretzels) ○ Go back to your team and design what this looks like to communicate our expectations as we can add this action to E1.06 <ul style="list-style-type: none"> ■ Schulte will work on getting Nourish NC here- this will be in the gym led by the enhancement team 	Manning
<p><u>Safety-</u></p> <ul style="list-style-type: none"> ● Make sure you read your new Safe School Handbook. Make sure you add the pages to your binder. ● Add phone numbers, emergency contacts of who can pick up kids, EAP and all other requirements in the Safe School notebook in case we have to leave campus. Also add activities to your to go bag as well. <u>Update each time you get new students.</u> ● Remember to take the walkies out to recess. Please make sure to charge them upon returning. ● Practice safety drills ● Bus Evacuation Drill (Fri., Aug. 25th)- schedule will be sent and led by Dr. Willis; let students know this is helpful for field trips 	Willis

Topics	Presenter
<p>MTAC (Media Technology Advisory Committee) This committee needs to be separate from SIT this year to review app recommendations, but today we need to propose using the Ripples Effect App. The team has accepted this vote. The team decided Rhodes, LaRusso, McMullen, an additional enhancement teacher and Manning will meet as the Snipes MTAC. Anyone is welcome to join any of these meetings, an invite will be sent out.</p>	Menzies
<p>Grade Level Input- Kindergarten is having trouble with dismissal. We will problem solve on ways to improve the gym situation with K PE and dismissal. This will be the last week K parents are allowed to walk students to class Grade level money is coming No update on line boards</p>	Team
<p>Parent Input - N/A</p>	Team
<p>Next Steps-</p> <ul style="list-style-type: none"> ● Plan title 1 night 8/31/23 with your team ● Safety notebooks updated and ready to go ● Admin will schedule the first fire drill and include it in the weekly updates ● Wise Ways for indicators...bring back to your team so you can bring something to the next meeting. 	Schulte
<p>Plus/Delta</p> <ul style="list-style-type: none"> ● Delta-Deputy Sing is leaving. We will do a clap out for her on Friday as we dismiss. No snacks. ● Delta- Miss Mary is leaving ● Plus- McNeely is awesome. Lennox is rocking it. 	Team
<p>Next Meeting: 9/13/23 @ 3:00pm</p> <p>Snacks-Laura Rouse will provide snacks.</p>	

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions		
Indicator Being Assessed:		
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		

NC STAR INDICATOR ASSESSMENT WORKSHEET: Draft for discussions

couple of paragraph

Action/Tasks 1

What:

Who is responsible-

Timeline:

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

Action/Task 2

What:

Who is responsible:

Timeline:

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)