

October 2017 SIT Agenda/Minutes/Tasks

Date: October 25, 2017 Location: Media Center Chair: Jesse Pitt Notetaker: Dana Keupp Timekeeper: Jesse Pitt	Members Present: Amanda Swartzlander; Amy Sheeler; April Dockery; Betsy Ray; Geoffrey Roberts; Joanne Robert; Noe McHone; Shari Smith; Karen Ostergaard; Jesse Pitt; Jessica Merchant; Sara Monson; Dana Keupp; Mary Euler	Not Represented:
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Topics to be discussed	Status	Time (mins)	Discussion Notes/Minutes	ACTIONS
Improve plan for filling substitute teachers	C	0	Referred to Leadership team. Suggestion: Permanent sub for the building	
Schedule conflict at 7th and 8th grade elective transition	C	0	Referred to Leadership team.	
Bells on 6th grade hall	C	5	Keep bells turned off on the sixth grade floor, is it possible? <ul style="list-style-type: none"> ● Can be turned off by floor, so possible 	Bells will be turned off on sixth grade floor Will be discussed at each grade level meeting
Improve planning of school-wide events to avoid conflicts and overload	C	10	Being mindful of what is going on each month in the building. Current process: <ul style="list-style-type: none"> ● Fill out special guest/event form at least two weeks ahead of time ● Administrations reviews form 	<ul style="list-style-type: none"> ● SIT will be the safety net for mandatory school and grade level events ● Dockery will bring event requests that require a staff

Status: C - fully covered and clarified; N- needed to be discussed again; 0 - not covered at all.

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				presence to SIT for final approval.
Schedule, Dismissal times and academic time	C N	10	Dismissal for athletes: <ul style="list-style-type: none"> • Away games release is at the latest it can possibly be • Buncombe starts earlier and ends earlier • Can athletes just leave when it is time to go instead of making an announcement? <ul style="list-style-type: none"> ○ Ideas: ○ Passes for athletes ○ Dismissal time in the cougar paws weekly Schedule Challenges: <ul style="list-style-type: none"> • Reflect during the second next nine weeks • Time used for different school programs on club days • Sports played a part on planning club days so academic time is not lost • Effects our ability to partner with community members <ul style="list-style-type: none"> ○ AVID tutorials ○ YWCA • Winter sport schedule changed to Tuesday/Thursday? 	<ul style="list-style-type: none"> • Start for winter season <ul style="list-style-type: none"> ○ Passes will be made and laminated ○ Coaches will pass out passes • Table schedule till next meeting and continue to reflect
Staff support for new initiatives	N	10	See above item	Dockery will speak to Dr. Dowd about EC Leadership team will discuss Dockery will list initiatives on Sunday email
Return to the dismissal dashboard	N	10	Locker Dismissal: <ul style="list-style-type: none"> • Students go to lockers when they specifically are dismissed • Who needs support supervising students? 	Bus rosters to teachers Teacher supervision Grade level discussion

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Renaming of Orange Stairs	N	10	Rename the orange stairs District has policy on renaming buildings in school 9300 <ul style="list-style-type: none"> ● Prepare program <ul style="list-style-type: none"> ○ Needs to be consistent for future memorials ○ Needs a policy for future ● Publishing club named after O'Brien 	Identify a place in the building where plaques will be displayed for students or students who have passed away during attendance of Asheville Middle School Vote on identified location at next SIT meeting

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