

November 2016 SIT Agenda/Minutes/Tasks - Public

<p>Date: November, 16 2016 Location: Media Center Chair: Jesse Pitt Notetaker: Geoffrey Roberts Timekeeper: Tara Lawther</p>	<p>Members Present: April Dockery, Tara Lawther, Joanne Robert, Geoffrey Roberts, Jesse Pitt, Amy Sheeler, Amanda Swartzlander, Betsy Ray, Noe McHone, Karen Ostergaard, Jessica Merchant, Chari Smith</p>	<p>Not Represented:</p>
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Topics to be discussed	Owner	Time (mins)	Discussion Notes/Minutes	ACTIONS
Approve Last Meeting's Minutes		2	Let the minutes show that we have approved last week's meetings minutes.	Approved
SIT Work Sessions		10	<p>The time for the meeting being only an hour does not allow for the team to work things out fully.</p> <p>Needing to have time for work sessions to help problem solve and work through issues; these issues will be brought to the SIT. The SIT team will vote on the information that comes out of those work sessions.</p> <p>AD - described some examples on what the work sessions would do and types of issues that could be discussed in those work sessions.</p> <p>Looked at how the different work sessions would look like through the framework of our organizations that are working in the school.</p> <p>JR - Look at the priorities of the school and staff for the work sessions to look at and work on.</p>	Administration team will look at priorities, based off the needs of the faculty and the School Improvement Plan. Will bring those to the SIT team and staff if needed.

Teen Court Update		5	<p>Met with the regional director and agreed to our timeline at starting next semester. Finding current seventh graders to train and work out. Goal to be ready to start day one next year.</p> <p>Look at Educator's Handbook to look at data points to be brought to Teen Court</p> <p>What is the process: Recruiting, application</p>	Counselors and Social Worker will continue to design program and report back to SIT team.
CT Expectations		10	<p>AS - Document sent out with expectations for Cougar Time.</p> <p>Time for Cougar Time 3-3:30</p> <p>i-Ready done in CT to try to meet the requirements of 45 minutes. Working well for in some areas. If it is working continue.</p> <p>Internet issues will be discussed in PLC 11/17</p> <p>AS - i-Ready at the end of the day may not be the best time to get the most out of the program. At the sixth graders need the support and don't want to lose contact time to help students</p> <p>AD - Working within the plan that has been put out. Looking at how can we use CT to its maximum and addressing the needs students.</p> <p>AS - Looking at the expectations for CT across grades and school</p> <p>Look at using AVID strategies during CT to help students.</p> <p>JR - Showing students how i-Ready is helping them grow and improve academically</p>	Look at bringing this issue to a group to work out ideas in a work session
Duty Roster Review		5	<p>Equity of duties across the school for all staff</p> <p>Some duties are going to be longer than others and it is known by administration</p> <p>Bring to a group for a work group</p> <p>This is not just an AMS issue, it is happening at the High School too. Not much can be done because of dismissal times of other schools in the district.</p>	JR and AS will work with a group to look into this issue
Revised Fire Drill Procedures		10	<p>Can use the gray staircase and can use bus parking lot.</p> <p>No longer have to walk around the building to the field</p> <p>Use what exit is on your wall in your classroom</p> <p>Can not walk through the fire doors</p>	Will come out in the Weekly Update

SIT Bylaws		5	After speaking to the NCEA rep, JP, added to the agenda to make up Bylaws to set up how AMS SIT will operate.	JS will lead a group to make up AMS SIT Bylaws, looking at NC guidelines
Transition Behaviors		10	<p>Large percentage of referrals are happening during transition. How to address transition behaviors, that are enforceable. Telling the student body what the expectations are had dismal time.</p> <ul style="list-style-type: none"> - When you leave the building, you can not re enter. - Get information out about when a child is riding the bus, walking, or car riding <p>JR - Different teachers dealing with the transition issues in different ways BR - Looking at the data of when and where are these issues happening. AD - Consistent enforcement and expectations for the school AS - Bells for elective classes. Elective teachers were polled and they would like bells to be added to Elective classes. Will help hold kids accountable getting to elective classes.</p>	<p>Adding bells to electives</p> <p>Admin Team are going to classes to clarify expectations for students</p> <p>Sixth grade will have to be at/in stairwell coming back from elective. Will be discussed at the sixth grade meeting.</p> <p>Elective teachers, during 7th grade, need to walk all the way across the bridge.</p> <p>Having a adults in the hallways during transitions or pods</p>
2-Pager Update		5	<p>Staff vote: Majority said yes to 2-pager. Will invite staff who have issues or questions with the document to discuss their concerns.</p>	<p>Document is approved, by staff</p> <p>Document is a work in progress, will invite those who voted against the document to come discuss with a SIT team member or Principal Dockery about their concerns</p> <p>Document can be changed</p>