

Minutes
Smith Middle School School Improvement Team
Tuesday, October 20, 2020 ~ 5:00-6:00 p.m.
Virtual ~JOIN WEBEX MEETING

<https://chccs.webex.com/chccs/j.php?MTID=m1a4871da104b948748195dd31e649427>

Meeting number (access code): 172 261 7263

Meeting password: 3VRewMdP54k

1. CALL TO ORDER

2. ROLL CALL - Member introductions, three new parents. Riza Jenkins, parent visiting.

Co-Chairs	<input checked="" type="checkbox"/> Toni Jeter, Parent Co-Chair <input checked="" type="checkbox"/> Lori Clark, Faculty Co-Chair
Faculty/Staff Members	<input checked="" type="checkbox"/> Megan Yeargin <input type="checkbox"/> Eric Zeigler <input type="checkbox"/> VACANT <input type="checkbox"/> VACANT <input type="checkbox"/> VACANT
Parent Members	<input checked="" type="checkbox"/> Tina Coyne-Smith <input checked="" type="checkbox"/> Jeff Hirsch <input checked="" type="checkbox"/> Heather Craig <input type="checkbox"/> Robyn Wood
Student Member	<input type="checkbox"/> VACANT <input type="checkbox"/> VACANT
Administration	<input checked="" type="checkbox"/> Robin Buckrham <input checked="" type="checkbox"/> Spencer Hawkins
QUORUM (needed?)	

3. APPROVAL OF MINUTES

- Minutes for June 16, 2020 - Heather Craig moved to approve, Jeff Hirsch seconded. Minutes approved.

4. CHAIR REPORT

- District SIT chairs meeting October 19, 2020, 6:30PM - Toni Jeter referred to SMS website for information about SIT. Minutes, agendas, schedule will be posted.
- Election process run by PTSA. Ms. Jenkins & Misti Williams worked (working) with a committee to standardize the election process to include language translations, standardized applications & ballots, etc. Goal: to have a diverse, equitable team at each school.
- SEL survey going out in Nov. to ask about ways to support students. Will be able to access general and individual data (parents can opt out.)
- NCStar/SIP due Dec. 7th for BOE approval. SMS is a TSI school. Goal: Pick ~13 indicators, focus on 3-4 at a time. NCStar is a "live" document. Question -Where is SMS regarding the transition to using NCStar for all SIT record keeping/meeting? Answer - SMS began the process last year with SIP. Transitioned to WebEx for meetings but still posting Agenda/Minutes documents to SMS site.

5. ADMINISTRATION REPORT

- Remote Learning Updates - Parent survey last month, ~100 parent responses. Comments range from very happy to very not happy. Before school opened we prepared a lot, but some things have not worked as well as others - school/teachers are making adjustments-changes to meet student needs. Google classroom parent summaries: invites not uniformly accepted, some say weekly summaries are overwhelming.
- Staffing - Reconfigured 6C, not complete, still looking for SS or ELA. Also looking for PE teacher.

- SMS working with ABC Collaborative to develop a plan along with the safety committee to plan for return to school. How will we come back? Dr. Benjamin is SMS main consultant. Durham working on an elementary plan, SMS working on a middle school plan, WPSS working on a high school plan.
- Parent conferences 10/21 and 10/28 (with interpreters). Targeting conference time with families that demonstrated need for support (student attendance, schoolwork, etc.).
- Testing - No NC Check-ins this year. We will do common formative assessments, not sure where these will come from. We did B-O-Y iReady, formal assessments are administered at home, not proctored.
- Scheduling - Face-to-face schedule unknown at this point. Planning is ongoing. Conversations between districts as planning moves forward.
- Learning Bridge Program - Spencer Hawkins is SMS liaison. NAACP collaboration to work with students that need tutoring or mentoring during remote learning. Connecting with working parents through Tina Moore, School Social Worker.
- Questions - Are we overcrowded? Administration says our numbers are down to ~730-740 students. As per Covid protocol we will have to split classes of ~25 into 2 groups. Do we feel positive about bringing students back? Working on the plan to bring them back safely. We will go back at some point.
- Toni Jeter - Pleased with son's experience, response from teachers quick, he's becoming more independent. Dr. Buckrham - teachers/staff making connections with more parents through Google Meetings (many relationships improving). Tina Coyne-Smith - We can learn how to leverage things we're using now to make connections moving forward. Reports video etc. in Google Meets begins to lag at about 15 students. Response: 6th grade & some other select teachers at SMS will pilot Zoom to see if it works better. Tina Coyne-Smith - What can we, as SIT, do to advocate for SMS needs?

6. OLD BUSINESS

- Elections for 2020-2021-Welcome New Members

7. NEW BUSINESS

- Discuss Meeting dates and times for 2020-2021 - First Tuesday 5-6 pm, except Nov. 10 (2nd Tues)

8. PUBLIC COMMENT

9. OTHER BUSINESS/ANNOUNCEMENTS

- a. Next Meeting: Nov. 10, 5-6pm