

# Ceasar Cone Elementary

---

## Meeting Minutes

**Meeting Date:** 10/01/2024 - 2:30pm

**Title:** School Leadership Team

**Location:** Media Center

---

### Attendance

**Team Members:**

Caroline Carpenter, Ellen Neese, Erica Pence, Joan Davis, Jaime Landi, Christie Moore, Shannon Peeples, Jane Shanks, Samantha Stigall

**Guests:**

**Minutes:** Celebrate recent successes

- Data is in and we exceeded growth! We are not low performing; We are not a F anymore!
- Students are designing yearbook cover

Review and respond to coaching comments

Approval of last meeting's minutes

Neese motioned and Carpenter seconded; all approved

### Old Business

Indicators to Assess-Create-Monitor

***Indicators Assessed***

***Objectives Planned For***

***Monitor (updates made)***

- **D1.02 and C3.04**-- overall date passed; still need to do work; team agreed to push date out to 9/30/2025

### Additional Agenda Items

**Action Taken:**

**Bylaws call for us to elect co-chair, timekeeper, process manager**-- Landi volunteered to be co-chair; Neese volunteered to be timekeeper; Carpenter volunteered to be process manager; Pence motioned to elect those who volunteered; Landi seconded; all approved

**MTAC**- review device letter draft; will need to table; Pence will bring next time

**SIP drafted**-- review; Peeples clarified that the draft is to Draper who will give feedback, then we will have time to update; we will have a NCDPI visit in November as well for feedback

**Oct 10 parent night**-- logistics, how to have it flow-- Book Fair time, Title I info, and meet the teacher (exact timings), flyer to go home

- discussed logistics-- all report to cafeteria; tables in back-- Telehealth forms, Technology forms; Landi will make directive/artistic whiteboard
- 5:00-5:10 enter the cafeteria
- 5:20-6:00-- flow to classroom; have Telehealth, Technology forms, etc. out there; and book fair (parents can also come 7-8 a.m. T-F; kids shop during Media rotation)
- Staff plan to be here until 6:30-- announce at 6 to visit book fair-- closing promptly at 6:30
- In classrooms-- review routines, basic curriculum overview, make sure on Dojo, sharing examples of their student work from each core subject, any upcoming big testing
- Parent Night PAWS card-- give out in cafeteria; Title I meeting, Dojo connected/visited class; book fair; support tables (Technology Responsible Use Forms, Telehealth, EC, EL, etc.); drawing by end of week; need spot for name and working phone number; Peoples will buy stamps on Amazon; have to get all of your PAWS to be eligible for the bike drawing
- Moore said she would make a flyer
- Neese is going to do the Swivl Mirror to get feedback-- put in the cafeteria
- All papers for book fair and parent night will be in boxes Thursday to go out Friday

**Neese motioned to end at 3:37 p.m.; Pence seconded. All agreed!**

Next Meeting

Date:

Time:

Title:

Location:

Adjourn

3:36pm

---