

# Ceasar Cone Elementary

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## Meeting Minutes

**Meeting Date:** 01/04/2023 - 2:30pm

**Title:** School Leadership Team

**Location:** Media Center

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### Attendance

#### **Team Members:**

Erin Atkinson, Rachael Curtis, Regina Gilyard, Angel Harper, Crystal Hill, Tara Mooring Roberson, Elizabeth Morrison, Stephanie Nix-Denmark, Shannon Peeples, Tosha Rooks

**Guests:** H'Po Rmah as proxy for Ellen Neese; Erica Pence as MTAC subcommittee lead

**Minutes:** Celebrate recent successes

- Attendance on first day back in many classes was good.
- Students thought they'd forgotten a lot, but they really retained more than they thought.
- Winter Wonderland Store incentive went well.

Review and respond to coaching comments

Approval of last meeting's minutes

All approved.

### Old Business

Indicators to Assess-Create-Monitor

#### ***Indicators Assessed***

#### ***Objectives Planned For***

#### ***Monitor (updates made)***

Reviewed indicator tracker.

- In December all the quarterly updates were made.
- 9 show as overdue right now because items have not been received.
- Have completed the action step regarding D-Squad and uploaded some data for that.
- We have completed a lot of the yearly action steps that have to be checked just once a year. NC DPI Relay training is an example. PRC195 retention bonuses and using community partnerships to work on pipeline for teachers.
- Discussed action step about forming an action step. Gilyard motioned that we change the action step to say parent group vs. PTA wording and licensing wording. Morrison seconded. All agreed. Set revised due date to 3/1.
- 18 artifacts are uploaded to go along with the indicators and action steps.

## Additional Agenda Items

### Action Taken:

MTAC training; media renovation updates-- Erica Pence

- Overview of MTAC-- this team will serve as the MTAC team; Media and Technology Advisory Committee
- Reviewed the set process for challenged materials-- there is a timeframe attached if there is a challenge; explained how books are chosen from the approved book list
- Team can also give advice about things for the media center-- books, technology
- Reviewed proposed plan to renovate the library with CSI funds so we can have STEM Maker's Space, tutor spaces, teacher work area, etc. Questions were asked about spaces for tutors/interns, etc. to work with small groups. \$70,667 is the quoted amount.
- Shared proposal to turn the closet into a media workroom, teacher workspace, STEM Maker's Space storage. Estimate \$19,377.00 funds moved from daytime tutor line (which won't impact what we planned for because all couldn't start as soon as anticipated).
- Has turned in order for \$10,000 in nonfiction books (to pair with what was ordered with district provided funds). Will focus on Maker Space with the remaining \$10,000 in addition to 3D models and materials for hands on work with the curriculum.
- Looking at virtual reality options; has a meeting next week to follow up on some options with VR. Has a back up plan to use cell phones and VR boxes to help give opportunity.
- Curtis motioned to move \$19,377 from daytime tutors to finish the media renovations. Gilyard seconded. All agreed.

## Funding Updates

- CSI funds being spent-- 1st TA started 1/3-- Tamia Parker; EL interpreter starts 1/1-- Maria Abondano; EC TA starts 1/9-- Charisse Brown; BT MCL support-- name submitted to HR and awaiting final approval for 2/1 start date; data days have begun-- 1st has held on and 1st and 3rd have dates this month; SEL workshop starting in January; daytime tutors started-- Headen-Sharpe with 4th, Winchell with 3/5, Stewart with 5; working on Kagan registration for January and February sessions; media center books ordered and renovations underway-- see above

## February Title I family night

- Date: Thursday, February 23; like the 5-7 timeframe
- Content: STEAM Night-- make and take it night; technology-- could demonstrate how they learn on the computer; Pence has some kits with projects that we could put out; art project in the cafeteria; brainstormed 5 math, 5 science, 3 technology; 3 engineering; 2 art

- Logistics: Nix-Denmark will create a passport/flyer type thing to pick up food at the end-- maybe pick one per subject area/include RSVP by 2/15 and send 2/6-- will also make the ConnectEd/ClassDojo blurb; food at the end-- ask to use the two serving lines-- Harper volunteered 1st grade team to handle the food; Atkinson talked to Bell about doing Chick-fila this time-- need checklist; Staff assignments-- Atkinson/Gilyard-- share at staff meeting and help send out reminders about night and assignments-- including what materials are needed (get a list of what is needed to Peeples/Bell ASAP to get other materials we might need)

Moved to adjourn 3:53-- Nix motioned and Gilyard seconded.

#### Next Meeting

Date:

Time:

Title:

Location:

Adjourn

3:53pm

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