

SIT meeting Tuesday, February 27, 2024

Attendance: Caraway, Brewster, Napper, Alston, Karam, McGoogan, Dlangalala, Chiarolanzio, Chance, Thompson, McCoy, Shrewsbury

Meeting began at 2:33 pm

- Indistar indicators - online
 - Some indicators are duplicated, and duplicates will be shown until the action steps have become the norm for our school culture.
- Focused on E.1.06 - Family Engagement
 - Indistar Monitor
 - Whoever is assigned to the action step doesn't have to do all of the work, they just have get the documentation together
 - We are focusing on E.1.06 in the next month
 - If you already have your action step completed, gather all documentation and hold off on submitting.
 - We have to work together, check emails, and communicate with one another so that we will not scramble at the end of the year to get everything completed.
 - In 2 weeks, at our next SIT meeting we will be addressing status update on indicator E.1.06
 - We will discuss what information grade chairs need to collect from teams and give back to who is assigned.
 - In our next SIT meeting, we will go over another Indicator and look at wiseways to add indicator and check off what has been completed already.
- Working conditions email will start on March 1st
 - When you have completed the working conditions email, send a screenshot to Alston.
- Safety Concerns:
 - Elevator update – McCoy reached out today and was told that they are waiting on a part. It is concerning for employees who have health concerns when maneuvering steps. McCoy will call our maintenance department and get the district involved.
 - Kindergarten end of the day hallway safety has been addressed and improved.
 - There is a brown truck blocking van riders in the front parking lot in the afternoon which is a safety concern for students.
- Committees
 - Information is not getting out to the whole staff.
 - For each committee meeting, the minute taker should send the minutes to the committee members to get approval and after they are approved, minutes should be sent out in an email to the whole staff.

Meeting adjourned; 3:21 pm