Meeting Minutes

Sarah Smith Elementary
Date: 10.10.24
Time: 3:00 pm
Location: IC Media Center and zoom here

I. **Call to order:** 3:04p,
II. **Roll Call**

Role	Name *(or Vacant)*	Present or Absent
Principal	**Dwight Hutson**	**Present**
Parent/Guardian	**Elizabeth Zielinski**	**Present**
Parent/Guardian	**Cimona Hinton Dirickson**	**Present**
Parent/Guardian	**Ann Mintman**	**Present**
Instructional Staff	**Karla Lamar**	**Present**
Instructional Staff	**Jennifer Moore**	**Present**
Instructional Staff	**Prissy Stewart**	**Present**
Community Member	**Laquisha Smith**	**Present**
Community Member	**Ben Miller**	**Present**
Swing Seat	**Andrea Almario**	**Present**

Quorum Established: Yes

III. **Action Items**

a. **Approval of Agenda:** Motion made by: Cimona Hinton Dirickson; Seconded by: Karla Lamar
Members Approving: All
Members Opposing: None
Members Abstaining: None
Motion Passes

b. **Approval of Previous Minutes:** *no amendments needed*
Motion made by: Ben Miller; Seconded by: Ann Mintman
Members Approving: All
Members Opposing: None
Members Abstaining: None
Motion Passes

IV. Discussion Items

a. **Discussion Item 1**: Map Data

i. Mr. Hutson showed the MAP data from fall of this year. We are about 43% proficient and distinguished as a school. He also shared a breakdown by the specific cohorts of students. Mr. Hutson is using the data to plan and implement instructional strategies to target specific cohorts.

ii. He also discussed the milestones test scores. Overall the milestones results are around 47% proficient and distinguished. Elizabeth was asking about looking into specific growth patterns, a three-year trend and looking into the trends for growth.

iii. The Go team discussed the ways in which the programs implemented at Sarah Smith are continuing, as well as weekly tutorial being added this year. There was also discussion around how specific cohorts are being supported and what data is being collected to track growth. MAP data throughout the year is used to track growth and aligns well with the achievement on the milestones.

b. **Discussion Item 2**: Strategic Plan

i. Mr. Hutson gave an update on the CIP and how that is being implemented throughout the year.

ii. The team discussed Math instruction and how conceptual understanding and the productive struggle are key concepts being taught in the classrooms.

iii. The team discussed the CIP goals and how they related to the strategic plan, and if any are missing. There's been an addition for "a 10% increase for each cohort" of students when it comes to Milestone growth.

c. Discussion Item 3: Optional School Uniform

i. Ben Discussed how the committee was progressing. He would like to add students to the committee as well.

V. Information Items *(add items as needed)*

a. **Principal's Report**

i. **Communication:** Mr. Hutson discussed how they are working to provide streamlined communication from school to parents.

1. The team also discussed how communication is handled within the school, teacher to teacher, and administrator to teachers as well.

ii. Security Funds: Mr. Hutson shared that he would like to spend the security funds on fencing, cameras and a school resource officer. He will meet with the safety and security committee in the coming weeks but has not yet spent any funds.

b. **Information Item 2** : Cluster Advisory Report

i. Jennifer Moore Shared minutes from the informational meeting.

ii. The cluster advisory team is going to be discussing changes to the gifted model of instruction. The coordination between the gifted model of instruction and IB is something that they are focusing on.

VI. Announcements: None

VII. Adjournment

Motion made by: Ann Mintman; Seconded by: Jennifer Moore
Members Approving: All
Members Opposing: None
Members Abstaining: None
Motion Passes

ADJOURNED AT 4:15

Minutes Taken By: Ann Mintman
Position: Secretary
Date Approved: 11.14.24