



# Palisades Park

## 25-26 School Improvement Team

### Agenda and Minutes

NOVEMBER 12, 2025

VIRTUAL MEETING 4:00-5:00

<https://uso6web.zoom.us/j/87007259204?pwd=LGIpe5O4cDVhoLaVW8EcAB6qLjXv7K.1>

PTSA Virtual Meeting 7:00

<https://uso6web.zoom.us/j/89906999020?pwd=KY1NfYiIFluaXBg4ffoZ9FwaPTmU3L.1>

### Celebrations

<b>Members:</b>	<p><b>Community Stakeholders:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>K-1:</b> Amber Munnerylyn</li> <li><input checked="" type="checkbox"/> <b>2-3:</b> Brianna Lajoie</li> <li><input checked="" type="checkbox"/> <b>4-5:</b> Shanequa Green</li> <li><input checked="" type="checkbox"/> <b>At Large:</b> Angela Ables</li> <li><input checked="" type="checkbox"/> <b>PSTA President:</b> Jessica Lively</li> </ul> <p><b>Staff Stakeholders:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Principal:</b> Kelli Wallace</li> <li><input checked="" type="checkbox"/> <b>K-2:</b> Cathleen Palecek</li> <li><input checked="" type="checkbox"/> <b>3-5:</b> Jordan Silva (TBD)</li> <li><input checked="" type="checkbox"/> <b>Support Staff:</b> Lisa Sterling (TBD)</li> <li><input checked="" type="checkbox"/> <b>Administrator:</b> Jaime Massey</li> <li><input checked="" type="checkbox"/> <b>Process Manager:</b> Lonna Holbrook</li> </ul>
<b>Guests in Attendance:</b>	KARI JONES, WHITNEY O'HAGAN, MARLA CHANEY
<b>Comprehensive Plan/Indistar Platform</b>	<p><a href="https://www.indistar.org/app/schooldashboard.aspx">HTTPS://WWW.INDISTAR.ORG/APP/SCHOOLDASHBOARD.ASPX</a></p> <p><b>USERNAME: GUESTS16809</b></p> <p><b>PASSWORD: GUESTS16809</b></p>
<b>Minutes</b>	

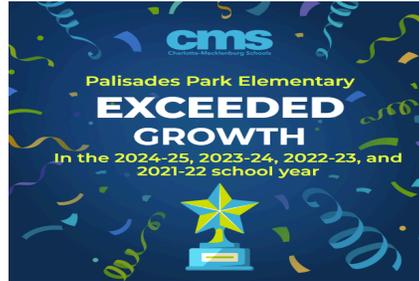


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#### Celebration of Successes:

*(WHO shared the success/What was shared?)*  
*Time: 5 min*



 **State of the School**

Graphic to remind us that we are exceeding the growth and use the celebratory process to strive for A rating and keep it at the forefront of our goals.

Ms. Wallace asked Ms. Jones for a list of celebrations we are doing.

Are there any celebrations to add here?

#### School Concerns:

##### Volunteers Needed:

**Holidays Around the World-** In December, still have not had a big response from the community(only 3 people currently signed up). Maybe have each class pick a country to feature on their doors. Use this as an opportunity to get room parents involved. Could we have a contest and the winning class receive a prize? Classroom doors will be in addition to tables. Plan to have classroom teachers include in their newsletter. Create a gallery walk in the building to feature different countries. Consider asking the high school cultural clubs to participate. Shanequa Green volunteered to contact high school. Ms. O-Hagan will be the contact for this event. (whitneyl.nelson@cms.k12.nc.us) Another idea would be a banner per hallway that each classroom would contribute to, consider a continent per hallway. How can the art class be involved? Ms.



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	<p>Wallace/MCL talked with the special areas team to tie in with the grade level curriculum.</p> <p>Confirmed with Ms. Wallace that we want to assign each class/grade/hallway a country/continent. Logistics of how to roll it out is TBD.</p> <p><b>Room Parent Program</b> - Where are we with this? Ms. Wallace would like an update. Can we get the room parents to support the teachers for the cultural event? Ms. Wallace would like to use this as a springboard for building relationships between teacher and room parent. Not every teacher has one, so could we do this as a grade level? Consider including the high schoolers paired with teachers who do not have room parents. Free book for Winning Booth and Classroom display</p> <p><b>Den Q2/Inflatables Race</b> - Date has been set(January 16, 2026).</p> <p>Items above are items that Ms. Wallace has been in discussion with admin and MCL, and expanded impact teachers. They discuss the state of the school each week instructionally and activities.</p>
<p><b>Approval of Last Meeting Minutes:</b> <i>(Review and approve previous meeting minutes):</i>  <b>Time: 2 min</b></p>	<ul style="list-style-type: none"> <li>• See previous Agenda/Meeting Minutes for Review</li> </ul>
<p><b>Review of Old Business:</b>  <i>(What is the specific old business? Has it been resolved? What was the resolution?)</i>  <b>Time: 3 min</b></p>	<ul style="list-style-type: none"> <li>• <b>Office Volunteers Update:</b> going really well so far, Front office team is appreciative of the extra help. Has lifted spirits with the support. Helpers are creating sub folders with important information, map of school, where to access things, etc. to support the sub.</li> <li>• <b>Grade Level Assemblies:</b> these went well, AP/Counselors led those.</li> <li>• <b>PoW Lunch New Student Leadership Committee</b> Inside room has been more popular, Ms. Callen has created a chalk wall in this room.</li> </ul>



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	<ul style="list-style-type: none"> <li>● <b>Sensory Room Update-</b> EC team/Witherspoon/Lively have started this process. Waiting for items to arrive, plan is to have it completed by November 21, 2025. We have to wait for the work order to remove printer. Lively will coordinate volunteers to help set this up.</li> </ul>
<p><b>Goal Progress Discussion:</b>  <i>(Review current performance data for selected indicators (e.g., student achievement, attendance, discipline):</i></p> <p><b>Time: 10 min</b></p>	<p><b>Goal One: The percent of SWD scoring Grade Level Proficient (GLP), on Reading End of Grade assessments in grades 3-5 will increase from 20% in SY2024-25 to 25% in SY2025-26. (Aligns to A4.01, B3.03, D1.02 and CMS Guardrail 1)</b></p> <p><b>Increase the percent of K-2 students scoring at or above benchmark in early literacy as measured by DIBELS from 67% in June 2023 to 91% in June 2029.</b></p> <ul style="list-style-type: none"> <li>● <b>Kindergarten: GLP: 53% CCR: 32%(green/blue colors Dibels)</b></li> <li>● <b>1st Grade: GLP: 67% CCR: 35% (blue composite with Dibels)</b></li> <li>● <b>2nd Grade: GLP: 63% CCR: 39% (blue composite with Dibels)</b></li> </ul> <p>Future discussion will revolve around these goals. Ms. Wallace reviewed goal one.</p> <p>Update on BOY scores- Kindergarten- middle of the year will be important since the year starts off with rules and procedures.</p> <p>This data is typical for the BOY. K/2nd do all the same test as first grade with the exception:</p> <p>Kindergarten does not do ORF passage          Second grade does an additional test(MAZE)</p> <p>Focus is being put on ORF to build fluency by adding in additional practice. We were identified as a school not meeting the goal for students with disabilities so an additional goal was added(see below).</p>
<p><b>Monthly Indicator Review:</b>  <i>(Review and update existing goals aligned with school improvement plan)</i></p> <p><b>Time: 15 min</b></p>	<p><b>We are identified ATSI designation.</b> Question was asked who is identified with disability. Answer-Students who have IEP(large subgroup with diverse learners). Communication to parents will be sent out by November 30, 2025.</p> <p><b>Indicator to Review this month: D1.02:</b></p>



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- Within the 2025-26 school year, Our school was allotted an additional ADM position. As an ATSI school will use the additional position to hire an additional EC teacher to support the population of EC students. She will schedule, monitor and ensure data is consistently collected.

We are in the process of posting for this position and interviewing.  
(Goal 2, Guardrail 1)

- Develop schedules that maximize EC teachers' time to effectively address student programming, IEPs, and instruction ensuring that students' needs are met and positive outcomes are achieved.

**Indicator to Review this month: A4.01:**

- Within the 2025-26 school year, our ATSI school will implement strategic master scheduling to provide students with disabilities access to grade level instruction from highly qualified staff in smaller group sizes. Additionally, we will increase the number of co-taught opportunities for students to receive core instruction.  
(Goal 2, Guardrail 1)

Collaboration with EC and classroom teacher to help meet the needs of our EC students.

Question was asked if this is a big jump for the end of the year goal depending on the number of students. Admin will begin looking at data to determine where more support is needed based on the data and which area and students need additional support. Data is showing growth. In order to get through the 3 year ATSI designation, we need to focus on the on-grade level standards.

Will the new EC position focus on IEP, contacting parents, etc? The person designated(Susan D.) is shared between 3 schools. This new teacher would have their own workload with students.

**Monthly Action Steps to Review and Action Taken:**

- We are in the process of posting for the EC position. (see notes above)



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<b>Time: 15 min</b>	<ul style="list-style-type: none"> <li>● We will have an action goal each month.</li> <li>● We are reorganizing our EC PLC to provide more time to look at student data and schedules.</li> <li>● Parent communication will be sent home by November 30th.</li> </ul>
<b>Upcoming Action Steps for focus: Time: 5 min</b>	
<b>Additional SIT Items for discussion: Time: 5 min</b>	
<b>Title IX:</b>	<p>What is the status of reported Title IX concerns? No incidents reported as of this meeting.</p> <ul style="list-style-type: none"> <li>● Incidents are reported immediately</li> <li>● Classroom Teachers taught Title IX lessons back in Sept.</li> </ul> <p>Are there any current concerns?</p> <ul style="list-style-type: none"> <li>○ We have had 0 incidents this school year             <ul style="list-style-type: none"> <li>■ On-monitoring of students</li> <li>■ Separated in the classroom, cafeteria, connect classes</li> <li>■ We will refer students to School Based Mental Health (therapy) and small group counseling with School Counselor</li> <li>■ Parent meeting</li> </ul> </li> </ul> <p>Title IX is down in our school building.</p> <ul style="list-style-type: none"> <li>● They are providing more professional development/training in Title IX for Admin. Principal meetings always have a session to give updates for Admin.</li> </ul> <p>Most incidents we had involved inappropriate language have been opportunities to teach especially for the younger ones who have no “sexual” intent.</p>



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- 11/19 Early Release Day (Zumba 2:30 - 3:30)
- 11/19 School-wide Spelling Bee
- 11/24 4th Grade Field Trip
- 11/26 Optional Teacher Workday
- 11/27 Holiday - No school
- 11/28 Holiday - No school
- 12/11 Kindergarten Concert (5:45) 1st Grade (6:30)

#### Upcoming Events

Host thanked members for the good work at this point. Focus at the start of the new year towards the goals will be with principal advisory committee. Ms. Wallace recommended committee to jot down ideas for school improvement team. Add this to our January SIT meeting to share ideas. Student leadership group, Looking at Den council, safety patrol to give students leadership to help build our vision.

#### Next Meeting

January 14, 2026, February 18, 2026, March 11, 2026, April 22, 2026