

Metro School SIT Agenda

10/17/2023

1pm

Attendance:

- Attendance Link: [Link](#) -The link was shared in the chat on microsoft teams at the beginning and end of the meeting.

SIT Norms - Peets

- Review norms.
 1. Begin and End on Time.
 2. Honor the agenda.
 3. Solution Oriented.
 4. Use the reaction button to raise your hand to speak.
 5. Work Collaboratively.
 6. Share the vision

Principal's Report- Ms. Dyson

- Senate Bill 49- Student Information Profile Update w/ Peets Guice -**Mr. Guice spoke briefly to inform parents that parts of the new bill are on hold until January. Ms. Dyson informed parents that although it is on hold with state legislators that our superintendent would like for full participation on updating the profiles from our parents. We are currently at 27% of completion. This profile is for parents to complete regarding the pronouns preferred for their child as well as educational topics.**
- Teacher and Teacher Assistant Professional Development 23-24
 - [Staff Feedback Form](#) Update- **Ms. Dyson reviewed the staff feedback form.About 24 staff members have completed the form as of 10/17/23. This feedback form is on the professional development that our staff feel like they need. This helps the school plan the professional development for our staff and where certain CSI and Title I funds are used. Ms. Dyson explained that we would continue to encourage staff to complete the form.**
- Teaching and Learning
 - Observation and Feedback- **Ms. Dyson stated that in addition to formal observations, walkthroughs, and the teacher bundle, we have added a reflection piece with the help of the Swivl equipment that was purchased. This allows teachers to record themselves, teaching and to provide reflective feedback on their video. The core leadership team also provides feedback after viewing the videos. The admin team has received positive feedback about this practice.**
- [OSTT- Out-Of-School Time Tutoring](#) - **The OSTT program is being offered to many schools. Most schools have it in the afternoon. Metro is fortunate for our time during the day. It is an online program and we will have someone here to help the students participate. Parent Question: Will more spots be opened up? Response: We are looking to open it up to more students next semester.**

- 13 Students identified. Start date: 11/9/23
- Title I and CSI
 - CSI Annual Visit 10/31/23- Annual visit is coming up.
 - View Results of Professional Development [Feedback Form](#) - Feedback form link was shared. It was encouraged for parents to continue to provide feedback, especially on workshops for families.

Assistant Principal's Report - Krystle

- [CNA](#)- Comprehensive Needs Assessment- With the help of Mr. O, the comprehensive needs assessment has been turned into a google form. Instructional leaders will meet with the teams tomorrow during the half day to answer the questions on the assessment that guide how effective we are and areas for improvement. Once this has been completed for the whole school, it will be shared and discussed with the school improvement team members.

New Business

- [Indicator Folder](#) w/artifacts- Ms. Coles shared the document and discussed each indicator. It was explained that each staff member would be responsible for 2 indicators and paired with a parent to input artifacts and evidence into the folders. Parents decided or volunteered to work with someone. The team went into breakout rooms to discuss artifacts. When the team came back together, it was asked how parents are able to best support. Ms. Coles explained that feedback on activities or initiatives would be best. Ms. Coles is also reaching out to district support to gain ideas from other schools. It was suggested that we exchange emails with each other. Ms. Coles provided a document via email with all email addresses on it and updated access to the Metro SIT folder. It was explained that we will need to work in small groups to determine who will input information into our folders in future meetings.
- SIT Indicators/Action Steps
 - CMS Goals
 - Data for work session
 - Metro Indicators/Action Steps

Old Business- No old business.

Resources:

- School Improvement
 1. [Title 1 and TSI Indicators](#); Log in to "Set Direction" in [Indistar LTS7087](#), p5YR and review [Our Goals](#)"; [NCStar Key Indicators](#).
 2. [How To Sign A Google Doc](#) ([video](#) for members to sign)
 3. [SIT/SLT Continuous Improvement Handbook](#).
 4. [Metro SIT Folder](#)

• **Next SIT Meeting(s):**

- November 21st, 2023 at 1:00 pm.
Meeting adjourned at 2:00pm