

South Charlotte Middle
School Improvement Team
September 14, 2023

Topic	Notes
Welcome and Introductions Kim Young	
Review of Functions and Duties of SIT and Election of Roles Kim Young	Roles described on next page Ms. Gannon elected Chair Ms. Young elected Co-Chair Ms. Daniels elected Recorder
Safety Plan Jen Sweet	<ul style="list-style-type: none"> • district plan in place and approved by district • trained staff with all scenarios • go over with students tornado, fire, lockdown • levels of crisis plans to respond to different levels of crisis
Title IX Discussion Kim Young	<ul style="list-style-type: none"> • Students have taken the title IV lessons in Canvas module courses provided by the district on Sept. 7 and 11. • Teachers were able to monitor students with Dyknow as they were taking this course • Admin had 4 hour summer course and there will be 3 more 4 hour courses throughout the school year. • teachers were required to take training through Safe School training provided by the district <p>Mr. Rearick asked Where can we see Title IX lessons. Answer: There is a link in the Parent Square message that was sent out in August and in September.</p>
School Improvement Plan Kim Young	<p>Celebrate Last Years Goals:</p> <p>Panoram data:</p> <ul style="list-style-type: none"> • self management - 74%, goal 80% Fall 23 • self - efficacy 56% - 55% goal 56% Fall 23 • engagement 29% - 41%, goal 41% Fall 23 • In spring 23 emotional regulation increased 6% <p>EOG results - over all for SCMS College and Career ready - Grade Level Proficient</p> <p>Math 8: College and Career Level (level 4 and 5) 18.7 in 21/22 to 28.7 in 22/23</p> <p>This year:</p>

South Charlotte Middle
School Improvement Team
September 14, 2023

	<p>Goal 1: Grade 8 math</p> <ul style="list-style-type: none"> ● increase to 30.5 percent will score College and Career - level 4 and 5 <p>Goal 2: Educator Value Added ASsessment</p> <ul style="list-style-type: none"> ● 6-8 meet growth projection in MAP will increase from 56% to 70% BOY to EOY ● 6-8 meet growth projection in MAP will increase from 38% to 70% <p>Goal 3: Panorama Student reporting positive self- perception of self-efficacy from 53% to 60%</p> <p>Goal 4: Set by state Out of School Suspension</p> <p>Goal 5: Set by state</p> <p>.....</p> <p>Team met in small groups to review action steps for each indicator.</p>
<p>PTO Report Janelle Davis</p>	<ul style="list-style-type: none"> ● 11 PTO board members, up to 17 members currently ● 3 executive board members <ul style="list-style-type: none"> ○ voting on Sept 27th at 8:45 meeting ○ times and detail on the website ● 5 general board cochairs ● to vote you need to be paying member ● need - tours guide ● Open House - recruitment successful ● fundraising goal 45,000 ● current money towards goal: 16,500 ● sponsor the stock - sponsor staff lounge successful 1300 in fund ● will be at curriculum nights - Tuesday 6th and Wednesday 7th and 8th at 6:30
<p>Principal's Report Lisa Bailes</p>	<ul style="list-style-type: none"> ● interviewing for DEAN position

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Future SLT Dates: Monday, Oct. 2 Monday, Nov. 13 Monday, Dec. 4 Monday, January 8 Monday, February 5 Monday, March 4 Monday, April 15 Monday, May 6 Monday June 10	Next meeting - Oct. 2 - Vote on School Improvement Plan.
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Leadership Positions

As the instructional and organizational leader of the school, the principal is ultimately responsible for the effective implementation of the school improvement process. However, effective implementation by definition must include the sharing of responsibilities and decision-making with other members of the team. Below is a list of leadership positions and responsibilities that should be established for each School Improvement Team at the beginning of each school year. Each team should elect these positions. Any team member other than the school principal may serve as an officer on the School Improvement Team.

Chairperson:

- Meets regularly with the principal to discuss school issues and develop a meeting agenda. Standing items on the agenda should include:
 - Reviews minutes from last meeting
 - Updates from any sub-committee meetings or assigned projects
 - Reviews progress toward objectives set in SIP
 - Requests agenda items for next meeting
 - Reviews meeting schedule and confirms next meeting date
- Leads meetings and facilitates distribution of agenda to all team members of the School Improvement Team
- Keeps the team focused on the topic of discussion
- Reminds team members about meetings at least one week in advance
- Assists in completing reports due for the team
- Facilitates the public notification of meetings

Co-Chairperson:

- Runs the meeting when the chairperson is absent
- Assumes all responsibilities of chairperson in the event that the chairperson is unable to complete term

Recorder:

South Charlotte Middle School Improvement Team September 14, 2023

- Takes minutes at all meetings
- Sends copies of minutes within one week to all School Improvement Team members
- Posts minutes of each School Improvement Team meeting no later than 10 days after the meeting on school website
- Maintains copies of minutes and quarterly/annual reports, School Improvement Team Handbook, and other important documents

Team Members:

- Attend meetings regularly
- Represent the interests of constituent group - not just their own
- Determine how to engage stakeholders in meaningful ways in school affairs
- Commit to working collaboratively with team
- Bring issues and concerns of constituent group to team meetings and communicates the activities and decisions made by the School Improvement Team
- Accurately communicate information from the School Improvement Team to their constituent group

Functions of a School Improvement Team (SIT)

- Facilitates the involvement of the school community in the development of the School Improvement Plan
- Encourages, supports and creates opportunities for involvement from parents in the community
- Contributes to the design of the School Improvement Plan
- Monitors the effectiveness of the School Improvement Plan strategies

Duties of the School Improvement Team

Members of the School Improvement Team are directly involved in the development of the School Improvement Plan, and as appropriate, some of the day-to-day operations of the school.

The School Improvement Team:

- Facilitates the development of the School Improvement Plan.
- Uses data as the driving force to create programmatic instructional change.
- Monitors, assesses, and amends the School Improvement Plan, as needed.
- Advances policies and procedures that enhance achievement and meet educational, safety and parent involvement goals.
- Facilitates communication within the Professional Learning Community.
- Builds the capacity of the school to address parent and staff concerns.