

## School Leadership Team Minutes

September 24, 2018

Media Center 4:00 p.m.

Topic	Discussion
<p><b>Ms. Eisner</b></p> <p><b>Call To Order &amp; Introduction</b></p>	<p>Time: 4:03 p.m.</p> <p>Who: Cathy Eisner, Chairman of the SLT called the meeting to order and asked everyone to introduce themselves and affiliation with a child or grade level.</p> <p>Norms: Ms. Eisner asked the team to create group norm. The team decided upon the following norms:</p> <ol style="list-style-type: none"><li>1. Start and end on time.</li><li>2. Open and honest feedback.</li><li>3. Be open minded</li><li>4. Be positive</li><li>5. Respect and understand others opinions</li></ol> <p>Roles: Ms. Butcher requested volunteers to serve in open roles for the group. Each leadership position's responsibility was read aloud.</p> <p>The following members volunteered:</p> <p>Meagan Blake (parent) Co-chair</p> <p>Shannon Kinlaw (parent) Recorder</p> <p>Mr. Gross (teacher) Time Keeper</p>
<p><b>Ms. Eisner</b></p> <p><b>Approval of Minutes</b></p>	<p>The membership read the minutes from May 20, 2018</p> <p>Motion to approve minutes: Ms. Kiker (teacher) and 2nd Cindy Osansky (parent)</p> <p>No additions or corrections noted</p>
<p><b>Mr. Samford</b></p> <p><b>School Safety Plan</b></p>	<p>Must be reviewed with students, staff and parents.</p> <p>Fire Drill practiced each month at different time of the day.</p> <p>Tornado Drill practiced once a year in the spring.</p> <p>Lockdown Drills practiced several times a year at different times of the day.</p> <p>Crisis Evacuations= bomb threat, gas leak</p> <p>3 Types of Evacuations:</p> <p>Level 1 Ball fields</p>

	<p>Level 2 Raintree Country Club</p> <p>Level 3 Calvary Church</p> <p>Teachers are required to review and be trained in responses to diabetes, asthma, epi-pen, blood pathogen crisis</p> <p>Two Safety Audits per year by the district. A hard copy of the plan may not be distributed to parents due to confidentiality of the details in the plan.</p>
<p><b>Ms. Butcher</b></p> <p><b>School Improvement Plan</b></p>	<p>Identified the 5 goals of the School Improvement Plan</p> <ol style="list-style-type: none"> <li>1. Improve reading Grade Level Proficiency and College and Career Ready Proficiency to a composite score of greater than or equal to 85% GLP and greater than or equal to 80% CCR.</li> <li>2. Continue intense academic support and enrichment for English learners, exceptional children and academically gifted students to improve the School Accountability Growth Measurement from 4.02 to 6.02.</li> <li>3. To provide duty free instructional planning time for every teacher...</li> <li>4. To provide a duty free lunch period for every teacher on a daily basis</li> <li>5. Provide a positive school climate... by providing a safe learning environment free of bullying and harassing behaviors.</li> </ol> <p>SLT members signed official School Improvement signature page.</p> <p>Absent members will be asked to come to the school to read the plan and sign the signature page.</p>
<p><b>Ms. Butcher</b></p> <p><b>Title IX SLT Training and Bullying Sexual Harassment Discussion</b></p>	<p>Ms. Butcher Read the OCR Resolution Requirement and presented a PowerPoint w/handout which outlined the following:</p> <ol style="list-style-type: none"> <li>1. Description of Title IX definition and federal regulations</li> <li>2. What is a Hostile Environment</li> <li>3. School Dress Code Enforcement and CMS Title IX Grievance Procedures</li> <li>4. Title IX Reporting Requirement</li> </ol> <p>Also discussed the most recent School Climate Survey Results: Spring 2018 greater than 85% in all 8 areas of the Conditions In your School Section</p> <p>Teachers took Insight survey and our teachers feel safe in their working environment.</p> <p>District Title IX Administrator contact information shared with the membership: Stephanie B. McKinney 980-343-9433 email: <a href="mailto:titleixcoordinator@cms.k12.nc.us">titleixcoordinator@cms.k12.nc.us</a></p> <p>Question about dress code: Is dress code enforced consistently for everyone?</p> <p>Answer: It is our goal to ensure that all adults are enforcing the rules</p> <p>Parent Answer: She feels that it is and her student has been dress coded.</p> <p>Staff received Sexual Harassment and Bullying training on 2 platforms this year. Teachers also were trained on how to train students on these subjects.</p>

	<p>Students were trained on Friday, September 21<sup>st</sup> during Academic Enrichment.</p> <p>Ms. Butcher explained that after training usually there is an uptake in reports however that is okay because we are training students on how to respond to an issue that may impact them as adults as well.</p> <p>At this time there has been 2 reports: 1 cyber bullying and 1 inappropriate sexual noise gestor in class.</p> <p>Ms. Bailes: parents please check your child’s social media, report to school right away, cyber bullying.</p>
<p><b>Ms. Willis</b> <b>PTO Report</b></p>	<p>Ms. Willis was not able to attend however she emailed her report to Ms. Eisner who read the following:</p> <p><b>Financial report:</b> Annual Fund total: \$18, 672 (148 gifts)</p> <p>Required fees: 575 students have paid</p> <p><b>Communications report:</b> Up to 759 page likes. This increases each week.</p> <p>We’ve also opened an Instagram account which will be promoted soon</p> <p><b>Volunteers:</b> We’ve had a good response and a number of parents have signed up for committees</p> <p><b>Next general board meeting</b> is November 5, 2018.</p>
<p><b>Bailes, Principal Updates</b></p>	<p>Ms. Bailes: we have 990 students we represent 25 countries in our school.</p> <p>Possibly may get more teachers</p> <p>Added another teacher on each grade level this year</p> <p>Please communicate any questions or concerns to her attention. Ms. Bailes wants to know if there are issues that need to be addressed.</p> <p><a href="mailto:Lisab.bailes@cms.k12.nc.us">Lisab.bailes@cms.k12.nc.us</a></p> <p>980-343-3670</p>
<p><b>Next Meeting:</b></p>	<p><b>November 19, 2018</b></p>