

School Improvement Team Meeting Minutes for November 14, 2012

Attendance:

X	Michael Fuga	Principal
X	Lance Scott	Assistant Principal
	Diane Moser	Voyagers Teacher
X	Amy Scott	Navigators Teacher
X	Glenn Estacio	Pathfinders Teacher
X	Sarah Jamieson	Pioneers Teacher
X	Michael Bloom	Explorers Teacher
X	Amber Cline	Dreamseekers Teacher
X	Cassie Abels	EC Teacher
		School Counselor
		Electives Teacher
X	Erica Clinton	Classified Staff Rep.

X	Jenny Umbarger	Support Faculty
X	Dov Rosenberg	Teacher-At-Large
	Monique Holsey-Hyman	Parent
X	Julie Edmunds	Parent
	Tamara Coyne-Beasley	Parent
	Francelia Burwell	Parent
X	Ve'ga Swepson	Parent
	Kim Broadnax	Parent
X	Lauri Brandenburg	Parent Alternate

Others in attendance:

Lowry Fuga
Stephanie Covill, RHMS administrative intern

Meeting was called to order at 3:19

Welcome and Introductions

Committee members introduced themselves and the agenda was reviewed.

Approval of Minutes

Minutes from the October meeting were approved as submitted.

Review of ground rules

- Stay on topic
- Listen to each other
- The children of Rogers-Herr are the agenda
- Remember the goals/purpose of the group (improvement of the school)
- Be open to listening to new ideas
- Listen with respect
- Start on time, end on time

Feedback from DPI

Mr. Fuga shared feedback from the DPI visit. He currently only has a draft to review preliminary information, but this topic will be revisited at our next meeting once the official report is shared with the school.

Process for monitoring SIP

Mr. Fuga shared that the four goals of the School Improvement Plan were presented at the last faculty meeting and each faculty meeting will focus on one of the goals. Mr. Fuga and Ms. Edmunds proposed the following approach for monitoring:

1. SIT meeting: prepare for staff meeting by refining reflection tool for area of focus during the next month
2. Next meeting
 - a. Report on progress relative to that area of focus
 - b. Include data from reflection tool
 - c. Prepare for next area of focus
 - d. Allow time for spiraling back if necessary

Areas for rotating monitoring focus:

1. Integrating technology into instruction
2. Literacy across the curriculum
3. Sub-group focus: Limited-English Proficient and Students with Disabilities
4. Data-driven instruction
5. PBIS

Clarification was made that data does not necessarily need to be numbers, but we might also be looking for artifacts as evidence. A possible technology reflection tool for the next staff meeting was shared.

The Media/Technology Advisory Committee (MTAC) meets tomorrow and will be developing a needs assessment for teachers. This will be used to ensure staff members are aware of the resources available and to update the training plan. In addition to assessing the needs of the staff, it was suggested that we survey the students to assess their perceptions on the use of technology. The committee will work to generate a list of observable behaviors for the student survey. Teacher survey will be implemented over the next couple of weeks (possibly given at the staff meeting in lieu of the exit ticket), while student survey will be given in January.

Addressing parental/teacher concerns

The committee discussed the copier situation. A concern was raised over the amount of time involved in this task, especially when teachers are expected to use the non-collating machine for mass quantities and are having to collate and staple their copies. A suggestion made to recruit parent volunteers to come in and handle some of this work. Ms. Edmunds will communicate this request with the PTA.

Parent concerns were raised over certain areas of instruction. The administration shared that they are providing additional support in areas of need.

Mr. Rosenberg shared that he has been pulling the AIG students on a rotation basis to provide advanced academic instruction. The group is developing a recycling program where each team will have a bin and the teams will be competing to see who is recycling the most.

Wrap Up and Next Steps

Upcoming meetings:

December 10

February 4

Meeting was adjourned at 4:18

Next meeting:

Monday, December 10, 3:15-4:15