

School Improvement Team Meeting Minutes for November 10, 2014

Attendance:

X	Michael Fuga	Principal	X	Jenny Umbarger	Support Faculty
	Lance Scott	Assistant Principal		Jenn Aguilar	Support Faculty
X	Stacy Palen	Voyager Team	X	Kyle Robinson	Classified Staff Rep.
	Amy Scott	Navigator Team			School Counselor
X	Glenn Estacio	Pathfinder Team		Birshari Cox	Parent
	Kevin Golumbeck	Pioneer Team	X	Casey Harris	Parent
	Kristy Rowland	Explorer Team	X	Valerie McMillan	Parent
	Aaron Campbell	Dreamseeker Team	X	Terrence Scarborough	Parent
X	Cassie Abels	EC Teacher	X	Audra Simpson	Parent
X	Brian Yarborough	Electives Teacher	X	Juliellen Simpson-Vos	Parent

Others in attendance:

Jenny Carolina – Director of Education Initiatives; Duke’s Office of Durham and Regional Affairs

Meeting was called to order at 2:54.

Welcome and Overview

Mr. Scarborough welcomed committee members, filling in as chair for Ms. Cox.

Minutes from the last meeting were sent out to committee members for approval via email. Ms. Umbarger will work to ensure minutes are posted on the webpage within a week of the meeting.

Open Forum

The committee discussed methods to spread the word about the open forum portion of SIT meetings. In addition to posting on the website, announcing at PTA meetings, and including on ConnectEd messages, Mr. Fuga will develop a form that will be accessible on the webpage. Comments/concerns will be vetted by principal and SIT chair and items will be included in agenda sent out to members prior to the meeting. It was noted that the bylaws should be checked to reflect correct timing (Article XI Section 1 was changed to state that open forum is a maximum of five minutes, but Section 3 provides for a minimum of 3 minutes per speaker).

Review of Past Projects

RAM bucks

Mechanical pencils and loose leaf paper are two items that have been requested by students for the store. There have been numerous road blocks with the store, leading to some confusion. The 8th grade is hosting a block party event each quarter for students who have a minimum set number of RAM bucks. Mr. Estacio shared information from an [article](#) of what a school in Chapel Hill is doing. The Positive Culture Goal Team and PBIS team will continue to work on making improvements to this.

Student Council

Ms. Abels and Ms. Amerto have volunteered to serve as advisors this year and met with Ms. Aguilar last week to develop the implementation plan and timeline. After making edits to the video from last year, students will view and be given information about the organization. Interested students will submit an application and team teacher will select 3-5 nominees. Elections will take place within the team prior to the Thanksgiving break.

New Timeline for Parent Elections

Mr. Scarborough distributed the outline of the [nomination and election process](#). The committee agreed Mr. Scarborough would be a great person to serve as the nominations chair since he is familiar with this timeline and process. He will recruit additional SIT members to serve on the nominations committee.

PTSA Overview

The PTSA and SIT are trying to work in conjunction with each other more closely. Ms. Cox attended the PTSA executive board meeting last week. Tuesday, Nov. 18 from 5:00-6:30 is the PTSA Showcase of clubs and organizations and two volunteers are needed to be available to talk to parents about SIT. Ms. Simpson-Vos volunteered to work with Ms. Cox. Other SIT representatives are welcome to assist.

Dec. 4 is the PTSA General Body Meeting and Ice Cream Social in conjunction with the Book Fair Family Night. Mr. Scarborough and/or Ms. Cox will be there to explain the new election process and the open forum opportunity that we will have at our meetings.

School Improvement Plan Review

Goal teams met briefly to develop notes for the single page consolidation of the School Improvement Plan, which is now a DPS directive. Teams then shared out verbally and will submit their ideas to Mr. Fuga by Thursday morning. Mr. Fuga will prepare the document for approval next week to be available at the Showcase. This will help others understand the functionality of the SIT.

The meeting was adjourned at 4:04.

Next meeting: December 8, 2014 at 2:45

Ms. Abels will provide snacks.

Goal Team Members:

Literacy Goal Team: Kevin Golumbeck, Amy Scott, Juliellen Simpson-Vos, Jenny Umbarger

Math Goal Team: Aaron Campbell, Stacy Palen

Technology Goal Team: Lauri Brandenburg, Glenn Estacio, Brian Yarborough

Positive Culture Goal Team: Cassie Abels, Casey Harris, Terence Scarborough, Lance Scott, Audra Simpson, Valerie McMillan