

Site-Based Meeting 11/9/22

|                             | <b>Site-Based Leadership Team</b>                               | <b>Present<br/>Y/N</b> |
|-----------------------------|---|------------------------|
| <b>English</b>              | Jaclyn Atwood   | Y                      |
| <b>Math</b>                 | Susan Burns (PD)  | Y                      |
| <b>Science</b>              | Katelyn Morse (Policy Review)                                   | Y                      |
| <b>Social Studies</b>       | Olivia Primm (Student Life/Advisory)                            | Y                      |
| <b>Information Systems</b>  | Patti Griffin (Student Life/Advisory)                           | Y                      |
| <b>Medical Sciences</b>     | Angelia Turner (Student Life/Advisory)                          | Y                      |
| <b>Performing Arts</b>      | Alyssa Casey  | Y                      |
| <b>Pre-Engineering</b>      | Jon Hidalgo (Policy Review)                                     | Y                      |
| <b>Transportation</b>       | Scotty Page (Student Life/Advisory)                             | Y                      |
| <b>Other Special Areas</b>  | John Tiller (Morale/Social)                                     | Y                      |
| <b>Student Support</b>      | Tammy Tweed   | Y                      |
| <b>Classified Staff</b>     | William Smith   | Y                      |
| <b>Principal</b>            | Kevin Beals   | Y                      |
| <b>Assistant Principals</b> | Michelle Newnam<br>Thomas Stewart                               | Y<br>Y                 |
| <b>Parents</b>              | Jana Caballero<br>Hodan Dule<br>Kaylee Meyer<br>Danelle Segers  | Y<br>Y<br>Y<br>Y       |
| <b>Students</b>             | Cora Sokhi<br>Ramya Ananthraja<br>Vaishali Gupta<br>Shirley Lin | Y<br>Y<br>Y<br>Y       |

Agenda Items:

| Item                        | Person Responsible | Discussion/Information  |
|-----------------------------|--------------------|---|
| Welcome                     | Kevin Beals        | <p>Welcome back to all. Introduction of new parent members. Thank you to Jana Caballero, Hodan Dule, and Danelle Segers for joining our team.</p> <p>Continued appreciation to Kaylee Meyer for her contributions to our Site-Base Team and to the Hospitality Committee of our PTSO.</p> <p>This is our first meeting in which all members have been able to attend.</p>   |
| Student Dress Code Meetings | Cora Sokhi         | <p>Student groups met on two occasions to come up with suggested changes to our current dress code. The student meetings were advertised and open to any student to attend.</p> <p>Suggested changes will be forwarded to our Policy Review Committee for consideration.</p> <p>UCPS has also informed us that dress code at all schools will be looked at and that changes will likely be coming. We could make changes to our policy first, but may need to revisit once information from the district has been shared.</p> <p>Thank you to Cora for her leadership in organizing our student meetings and sharing their input.</p> |
| Morale Committee Update     | John Tiller        | <p>The team has met to come up with ideas to boost teacher morale. The first event that was held was our Halloween Trick or Treat event. This has been very popular among our teachers.</p> <p>Major questions that came out of committee involved funding for future events. The team did not want to</p>  |

|  |                       |  |
|--|-----------------------|--|
|  |                       | <p>go outside of the organization to solicit donations from businesses, but were encouraged to not rule it out. While the Trick or Treat event was funded internally, and the Hospitality Team of the PTSO has offered their support, we may need to consider all options for funding.</p>   |
| <p>Professional Development Committee Update</p> | <p>Susan Burns</p>    | <p>First PD opportunity was offered to staff on October 26, 2022 following our staff meetings. Mrs. Sammons offered a session on “All Things Canvas” for any interested staff members. Seven staff members took advantage that day, and others have expressed interest in more specific Canvas training.</p> <p>Team has also looked into the Time-Out Youth Training and possible use of February Early Release Day, but would need funding for that raining.</p> <p>Team has asked if meetings can be held once a month instead of twice moving forward.</p>   |
| <p>Policy Review Committee Update</p>            | <p>Jon Hidalgo</p>    | <p>Committee is currently reviewing the school’s Mission and Vision statements. As an IB Candidate School, we must adjust some of our current policies and statements to be better aligned with IB.</p> <p>Team has created Google Forms for gathering input on 3 Guiding Questions. Link was sent to parents on 11/4/22, and will be sent to students and teachers next.</p> <p>The team will then review all responses to look for trends that can be used to help create proposed statements.</p> <p>Team is looking at policies regarding plagiarism/honor code and suggested creating modules that could be taught/presented during advisory or otherwise. This would be a non-punitive measure to address cheating, etc.</p> |
| <p>Student Life/Advisory Committee Update</p>    | <p>Angelia Turner</p> | <p>Committee has been working on a bank of ideas for teachers to implement with their advisory students.</p> <p>They are currently working on a video series related to the Honor Code, and including topics such as plagiarism, paraphrasing, etc. Group was originally</p>   |

|                                   |             |  |
|-----------------------------------|-------------|--|
|                                   |             | <p>going to focus on Freshmen only, but will now open it up to all grade levels.</p> <p>The team is also working on videos for Freshmen to learn the “How to ... at CATA”.</p> <p>There is also a video in the works for personal finance, etc.</p> <p>Group is also considering “service hours” for students based on the needs of the school. This could include projects such as clean up, spring up of areas, posting of positive messages across the school, etc.</p> |
| Current NCStar Comprehensive Plan | Kevin Beals | Mr. Beals asked committee members for any feedback regarding our Comprehensive Plan that was shared a month ago, and informed the team that changes and adjustments are made each month following completion or creation of additional action steps by our committees.   |
| Next Meeting                      | Kevin Beals | December 14, 2022  |
| Adjourn                           | Kevin Beals | Meeting ended at 4:52 PM   |