

Site-Based Committee Meeting Minutes

Parkwood Middle School

3219 Parkwood School Road
Monroe, North Carolina 28112

December 1, 2015

3:45 pm

Committee Members:

Jeff Kraftson, Principal	Jordan Marmara, 8 th grade representative
Lisa Chapman, Media Coordinator, Chair	Wendy Keenan, Parent representative
Diane Howie, Related Arts	Heather Mogan, Parent Representative
Susan Emrich 6 th grade representative	Debbie Gaither, Parent Representative
Haley Kerr, 7 th grade representative	Susan Wilhelm, EC Representative

Welcome:

The meeting was called to order by Jeff Kraftson on December 1, 2015 in the Parkwood Middle School Media Center at 3:50 PM.

Agenda:

- Principal Updates
 - School report card and SIP
 - Dr. Kraftson went over the school report card along with the School Improvement plan. Our focus needs to be in Math. The report card will be sent home on December 2. Teachers received the student scores in EVASS so they can begin to analyse the student data.
 - We need to look at all kids in levels 3,4,5 so they demonstrate growth.
 - AIG students need to be challenged so they demonstrate growth.
 - We have to recognize the growth and each child/school is different so we will focus on the positive. The grade letter does not represent the whole picture
 - Dr. Kraftson is proud of the staff and all the efforts of our staff.
 - EC is phenomenal and the growth they are showing. Everyone is participating in that process. We are working on how we can see growth in other areas
 - Reading score was a B and that is awesome and should be celebrated
 - Math across the state was not good; so much so the state has been asked to re-evaluate the test and the scoring
 - Communication piece is very important. Teachers have so many meetings so we are trying to do meetings via the staff resource page. Teachers need time to meet with colleagues and parents.

- Focus on school safety. We need to make sure we deal with issues and make sure the students and teachers feel safe.
 - Issues are dealt with immediately. The high numbers indicate we are reporting accurately and the issues are reported to the state. We are keeping our students safe.
- MTSS position
 - Lisa Holler is the PBIS interventionist
 - SBMT approved Lisa Holler's position last year.
 - Lisa
 - Sees about 20 students twice a day every day.
 - Open door policy could be as simple as a notebook or someone is being bothered.
 - She meets with the students who referred to ISS or referred by the teachers for not getting work done.
 - Has a tremendous effect on the students.
 - The students are referred to Ms. Holler and we can analyze the data from the student discipline.
 - We can see a decline in the students who are pulled out of class for office referrals.
 - She coordinates the interventions and instructional support. She is going to the teachers and is available with resources and ideas to make it work for the kids.
 - We are able to analyze the times of day and locations when discipline issues occur. We are targeting the "problem areas" to make improvements.
 - We are also having professional development coming from within. We have teachers presenting to the staff along with Mrs. Rodgers.
 - We have a PLC component where the teachers make goals in grade levels. We are doing a lot of research based things and we are excited about the difference we are making.
 - Admin is working on walk thrus for teachers providing immediate support and feedback to the teachers.
- Every child has an advocate
 - The guidance counselors are compiling lists and making sure all the kids have an adult to confide in. We are making sure we are addressing all the needs of our students and making sure none fall under the radar.
 - We will address the ones who feel like they do not have an advocate. We want to make sure all the students have the support they need.
 - Parkwood connects to the family beyond the 8:00-3:30. We are reaching out to feed families with our book bag program. We are making connections with the ARC. They provided a Thanksgiving meal to one of our families. We are doing a wonderful job taking care of the families past the 3:30 time.

- Ms. Gaither wants to know how the parents can share the good news.
 - This speaks volumes about PW. We want to make sure we get the good news is spread.
 - PW is a behind the scenes group. There's a lot going on that people just don't know about.
 - Word of mouth is the best way to get the good news out to our community.
- Ms. Keenan brought up the fact that the community needs to know what improvements are being made. The community needs to know what steps are in place. The SIP is available on the website. We do not make judgements on kids based on a score or on a piece of paper, therefore we don't want others to make judgements on our school based on one piece of paper. We encourage people to tour our school. We have invited people from the community, i.e. realtors to tour our school.
- Motion was made by Allison Bolen and seconded unanimously to approve the SIP.
- Dress code enforcement: We are going to have to strictly enforce the dresscode. The students must understand that the dress code needs to be followed. We will send a letter to parents to remind them of the dress code guidelines. Students are given an inch and they take a mile. We do not want to send kids home due to dresscode but some of this is going to happen.
- Spring Tutoring:
 - As a whole we have noticed the number system is a gap in math. It is cluster wide. Typically the after school tutoring dabbles in everything but this year we will target a specific need on this strand of math. We will look at the data and target the students and the strands that need to be addressed.
 - Depending on money, we will determine whether we can do reading and math or do we only tutor in math. Tutoring is very expensive and our funds have been cut 60%.
 - It is difficult to find grants that will pay teachers. PTO cannot pay teachers using their funds.
- Dr. Kraftson has been given the opportunity to go to Shanghai China. This is through the Asian society. He will be gone next week. It is not being paid for by the county or the school. It is through this organization.
 - Our students are really loving the Mandarin Chinese program.
- We have a large number of students without chromebooks due to the depot not having part. Once the parts come in, the chromebooks can be fixed.

Meeting was adjourned @ 4:45