

Sandy Ridge Elementary School
School Improvement Team Agenda 11/29/17

SIT Members			
Kindergarten	Michelle Plaien	EC	Amy Smith
1 st Grade	Laura DeBarr	Teacher Assistant	Denise Kisko
2 nd Grade	Lauren Caddell	Parent - K	Micha Simmons
3 rd Grade	Nancy Chorney	Parent - 1st	Sarah Hinton
4 th Grade	Kelly Nicoletti	Parent - 2nd	Erin Gorrie
5 th Grade	Karie Stablein	Parent - 3rd	Arthi Naidu
Administration	Emily Kraftson Tricia Yetter	Parent - 4th	Lisa Rankin
Special Area	Donna Ko	Parent - 5th	Lori Ann Puri
AIG	Lori Gowdy		

Ground Rules/Norms:

- Start and end on time
- No sidebar conversations
- Only items on the agenda will be discussed
- Conversations must be professional and constructive with a problem solving approach
- All members must participate in discussions and hold each other accountable

Topic	Process	Presenter	Time	Minutes (Required Actions & Deadlines)
SRES SIT Guidelines (Draft) and cafeteria idea	Discussion	Parent and Kraftson	20 minutes	<p>-Guidelines and procedures for the SIT committee will be determined and posted on the school website following each meeting for stakeholders to access.</p> <p>-School Improvement Team's primary focus is aligned to the</p>

				<p>School Improvement Plan (admin/teacher concerns should be addressed with school personnel).</p> <p>-SIT will develop a mission statement and guidelines to be posted at a later date.</p> <p>-School based agenda items presented at meetings will not be voted on until the following month.</p> <p>-Team determined school cafeteria procedures are not a SIT based decision and should be forwarded to PBIS (Positive Behavior Intervention and Support) committee.</p>
AdvancEd Accreditation Process	Discussion	Kraftson	5 minutes	Due to upcoming UCPS accreditation requirements, a brief SIT meeting will be held on December 13 at 2:15.
SRES Vision & Mission Review	Discussion	Kraftson, Yetter	15 minutes	<p>Proposed Vision and Mission statement for Sandy Ridge:</p> <p>Vision: Leading, Encouraging, Achieving, Discovering</p> <p>Mission:</p> <p>Leading in our community</p> <p>Encouraging each other.</p> <p>Achieving our Goals</p> <p>Discovering our Voice</p> <p>-Feedback can be communicated with grade level parent reps.</p>
Spring Literacy Event Ideas	Discussion	Kraftson, Ko	10 minutes	<p>Discussed ideas for Literacy Event. -not fundraiser.</p> <p>Ideas:</p> <ul style="list-style-type: none"> -author visit -kids as authors -book swap -readathon <p>Grade level based determination.</p>

Parent lunch duty volunteers	Discussion & Vote	All	10 minutes	<p>Discussed what other schools are doing for lunch coverage. Many different options.</p> <p>Actions:</p> <ul style="list-style-type: none"> -Grade level teams will decide if they want to use parent volunteers once a month starting in January. -Two parents (approved volunteers only) per class. -Must coordinate with "sister" grade so that staff members are present in cafeteria.
Early Release Day Clubs	Discussion	Kraftson, Yetter	10 minutes	<p>Discussed starting teacher led clubs that will meet during school hours on early release days (for all students). Looked at other Leader in Me schools to get ideas. Decided to plan this year and roll out next year.</p>
Parent Rep additional items	Discussion	Kraftson	10 minutes	None