



Sun Valley High School – Site Based Minutes

Wednesday, November 29 , 2017

Outcome:

- 1) Share updates on school improvement plan action steps
- 2) Share information on AdvancED Accreditation Process due January 26th
- 3) Plan next steps for AdvancED Accreditation

Attendance:

Mr. Singletary
 Dr. Thomas
 Carrie Mabry
 Cheryl Mimy
 Michelle VanGaasbeck
 Anna Baucom

Roles Defined for the day:

Mr. Singletary – Chairperson
 Anna Baucom – Time Keeper
 Carrie Mabry - Recorder

Time	Who	What	Expected Outcome	Notes
3 Minutes	Singletary	Welcome Purpose Review Last Meeting	Overview of School Identify Roles Reminder of Goals and actions	Last Meeting <ul style="list-style-type: none"> • My school is preparing me to deal with issues and problems which I will face in the future (43.5%) • Students show respect for teachers and school staff (29.4%) Focus – Goal 3 and 4 of SIP
2 Minutes	Singletary	Brief Overview of Roles	Define roles for the day	Anna Baucom – Time Keeper Carrie Mabry – Recorder



15 Minutes	Dr. Thomas	Tardy Data	Share information on Data collected this year (Attendance)	<p>Dr. Thomas shared referral data for both major and minor incidents in regards to excessive tardies.</p> <p>Focus: Tardies affect instruction and impact classroom management</p> <ul style="list-style-type: none">• Most frequent occurrences: 1st block/8:00am and during class transition• Seniors have the most tardies• Considered Action (2nd semester): Hall sweeps and revoking driving privileges• Consistency of actions and strategies used by teachers and administration• Administration is trying to implement consequences that minimize the loss of instruction time
10 Minutes	Singletary	Share Feedback	Share information about Possible Actions (Hall Sweep and Removal of Driving Privileges)	<ul style="list-style-type: none">• Define tardies better so that all teachers are consistent (i.e. What is considered tardy? In their seat? In the classroom? At the door?)• Better communication related to late buses and students eating breakfast• What are some consequences for students who are not driving? Possible action: 3 tardies = 1 absence



10 Minutes	Singletary	Share information on AdvancED Accreditation	<p>Inform team of formal review process for School/District</p> <p>Share team's role in work</p>	<ul style="list-style-type: none"> • Surveys were sent to Parents, Students and Teachers • Data provided highest and lowest performing items • AdvancED Accreditation should show continuous improvement and alignment with the district • Each school is evaluated and each district is evaluated • Review Team: Look at process and product • What do you do and how do you do it?
10 Minutes	All	Feedback	Opportunity for questions and comments	<ul style="list-style-type: none"> • Questions: How were the surveys publicized? • Answer: Distributed via ConnectEd calls and emails • Comments: Concern as to the lack of participation and validity in a school of approximately 1,500 students • Parents: 122 respondents • Students: 70 respondents
5 Minutes	All	Next Steps (Timeline for completion)	Identify possible timeline and action steps	<p>3 Stages:</p> <ol style="list-style-type: none"> 1. Learn and share (surveys and data collected during formal and informal classroom observations) 2. Examine and plan – document what we have (School Quality Factors Diagnostic instrument, assurances, survey data) 3. Act and evaluate (review current strategic plan, make adjustments to ensure areas of focus include



				those noted in the School Quality Factors Diagnostic)
5 Minutes	Singleary	Recap	Review information and identify next meeting	<p>Dr. Thomas will create a Google form with School Quality Factors to share with the team in order to collect ideas from everyone.</p> <p>These factors must be defined and each supported with evidence by January 26, 2018.</p>

TENTATIVE NEXT MEETING: Monday, December 11, 2017