



Sun Valley High School – Site Based Minutes

Monday, October 16, 2017

Outcome: Identify roles of Site Based Team and Provide feedback on the 2017-2018 School Improvement Plan

Attendance:

Time	Who	What	Expected Outcome	Notes
5 Minutes	Singletary	Welcome Purpose Process	Overview of School Improvement Team purpose and process	<p>Welcome -</p> <ul style="list-style-type: none"> • Student Representative – Anna Baucom • Parent Representatives – Kathy Sharman, Denise Duxbury • Administrative Representative – Dr. Dru Thomas • Teacher Representatives – Doug Covell, Cheryl Mimy, Becky Morris (substitute for Dr. Tarlton), Michelle VanGaasbeck • SV Booster Representative – Bob Loughrey (Catherine Stout was present to fulfill observation requirement) <p>Purpose/Process –</p> <ul style="list-style-type: none"> • SIP members provided with a list of expectations • Year 2 of SIP; last year on current plan • Must provide feedback and prove alignment backed by data • Mr. Singletary updated SIP for this year to help align with county guidelines <p>Questions:</p> <ul style="list-style-type: none"> • Q: How much flexibility does the county give us in creating our School Improvement Plan?



				<p>A: County provides goals/guidelines, we align but county does not dictate how we align</p> <ul style="list-style-type: none"> Q: What issues are we attempting to address? <p>A: There is an instructional focus, community relationships, and how we can facilitate the SIP; the SIP is a live document and can be modified as needed</p>
10 Minutes	Singletary	Expectations Documents Roles Document	Identify draft expectations of team members Define roles for the day	<p>Team Member Expectations –</p> <ul style="list-style-type: none"> Mr. Singletary presented leadership roles and responsibilities for consideration within the SIP team, including chairperson, co-chairperson, recorder, and time keeper <p>Roles Defined for the day:</p> <ul style="list-style-type: none"> Mr. Singletary - Chairperson Michelle VanGaasbeck – Recorder Kathy Sharman – Time Keeper
30 Minutes	All	Data Draft School Improvement Plan	Provide feedback on clarity of goal Provide feedback on alignment of goals and strategic actions	<p>Presentation of Data –</p> <ul style="list-style-type: none"> Data summary provided to team members for discussion; of particular interest was the student survey <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%) Respect toward teachers and school staff was discussed at length, with member’s opinion that holding students to a high standard does not happen at Sun Valley; suggestion to hold students to a higher standard and respect would follow; other team members mentioned that it is hard to establish a high standard due to broad demographic present at Sun Valley, which



				<p>does not exist at other schools where a higher standard is held</p> <ul style="list-style-type: none">• Consistency in classrooms was also discussed at length, with members stating that consistency is made difficult by the inconsistency top down; cell phone policies was used as the example, as it is difficult for one teacher to fight the fight of not allow cell phones, while they are allowed in multiple capacities in other classrooms, leading to disrespect; dress code policy was also mentioned as inconsistent <p>Drafting the School Improvement Plan –</p> <ul style="list-style-type: none">• Sets of members were given an SIP goal to read, discuss, and provide feedback on two different areas:<ol style="list-style-type: none">1. Is there alignment to the goal? (Does the strategy assist in carrying out the goal?)2. Would it make sense to all stakeholders? (Clarity)
10 Minutes	All	Share Feedback	Prioritize needs moving forward	<p>SIP Feedback -</p> <ul style="list-style-type: none">• #1: PLC Meetings<ol style="list-style-type: none">1. Alignment? Yes.2. Clarity? Adjust wording for all stakeholders (explanation of acronyms)• #2: Gradual Release<ol style="list-style-type: none">1. Alignment? Yes.2. Clarity? Adjust wording for all stakeholders (explanation of acronyms)• #3: Advocating for Students<ol style="list-style-type: none">1. Alignment? Yes.2. Clarity? Adjust wording for all stakeholders (explanation of acronyms)



				<ul style="list-style-type: none"> • #4: MTSS Goals <ol style="list-style-type: none"> 1. Alignment? No. How do the strategies and data match the goal? Only presents academic data; must add data about behavior so that it reflects both the academic and behavioral needs of students 2. Clarity? Adjust wording for all stakeholders (explanation of acronyms) • #5 Literacy <ol style="list-style-type: none"> 1. Alignment? Yes. 2. Clarity? Adjust wording for all stakeholders (What is an academic needs assessment? These will be done up to twice a semester to ensure that student's academic needs are met)
5 Minutes	Singletary	Next Steps Sample School Improvement Plan	Review information and identify next meeting	<ul style="list-style-type: none"> • SIP is due prior to next meeting; Mr. Singletary will make adjustments and submit • Next Meeting: November 29th, 2017

TENTATIVE NEXT MEETING: November 29th, 2017