

Site-Based Meeting 10/11/23

	Site-Based Leadership Team	Present Y/N
English	Jaclyn Atwood	Y
Math	Susan Burns	Y
Science	Katelyn Morse	Y
Social Studies	Olivia Primm	Y
Information Systems	Kelly Challand	Y
International	Emily Watts	Y
Medical Sciences	Angelia Turner	Y
Performing Arts	Shalen Daniels	Y
Pre-Engineering	Jon Hidalgo	N
Transportation	Scotty Page	Y
Other Special Areas	Kelli Kenner	Y
Student Support	Tammy Tweed	N
Classified Staff	William Smith	Y
Principal	Kevin Beals	Y
Assistant Principals	Michelle Newnam Thomas Stewart	N Y
Parents	Jana Caballero Hodan Dule Kaylee Meyer Danielle Segers	Y N Y Y
Students	Ramya Ananthraja Vaishali Gupta Shirley Lin Freshman Representative	N Y Y N

Agenda Items:

Item	Person Responsible	Discussion/Information
Welcome	Kevin Beals	<p>Thank you to everyone for their leadership and for their continued involvement with our site-based management team this year.</p> <p>A reminder for all that our overarching school goal is to KEEP CLIMBING in all that we do.</p>
Club Proposal for reinstatement	CATA Student	<p>Student is interested in reinstating the GSA Club at CATA.. Similar clubs are active at other high schools and this used to be an active club at CATA. The purpose of the club is to again create a safe spot at CATA for the LGBTQIA+ community while also enacting change in our local community. This club would be student-led, but with oversight from Ms. Atwood.</p>
Committee Updates	Kevin Beals and committee personnel	<p>Academic Growth Committee - At their first meeting, the team discussed forming subcommittees. One group would focus primarily on ACT prep for our current juniors and sophomores (with extended grammar options for freshmen), while the other will focus on our peer tutoring platform and the creation of assessment rubrics so teachers and students have a better understanding of the expectations for earning the credit.</p> <p>Culture/Morale Committee - At their first meeting, the team discussed forming two subcommittees, one to focus on staff morale/incentives, while the other will focus on morale boosters/activities for students. Committee members will also be invited to join the PTSO to increase the communication and collaboration between the two groups, as they have similar goals.</p> <p>Professional Development Committee - This committee started the year off by offering numerous PD choices to our staff during kickoff. At this time, they are working to create a form to send to staff for requests for desired training. The team would then create and/or find meaningful PD to deliver at dates across the year. Administration may also look at</p>

		<p>the possibility of including members of the PD Committee in the planning and execution of our monthly Portrait of a Graduate training sessions during staff meetings.</p> <p>Safety Committee - This committee has separated into three subcommittees that help with overall school safety. One group will focus on the interior of the building and be responsible for checking classroom doors, ensuring red emergency binders are in all classroom spaces, all classroom door windows adhere to guidelines, all emergency maps are posted in classrooms, etc. A second group will focus on the exterior of the school including all doors, lighting checks, potential safety hazards on school grounds, etc. The third group will focus on shop safety including areas such as our automotive bays and technical theater shop. This group will also assist with addressing issues that appear following inspections. The team is also considering a group for large scale events in light of the new UCPS protocols.</p>
Review of SIP	Group activity	<p>In groups, the leadership team reviewed different sections of the School Improvement Plan. Each group was tasked with reviewing select indicators to provide feedback, and to make suggestions for improvement.</p> <p>Students and support staff focused on the indicators associated with Instructional Excellence and Alignment. Administrators focused on Leadership Capacity, while teachers focused on Professional Capacity. Finally, our parents focused on the indicators for Resource Allocation and Family Engagement.</p> <p>Administration will use the feedback and suggestions to make any necessary changes. As a reminder, our School Improvement Plan is now a fluid document that changes over time as we complete action steps and create new ones for additional growth.</p>
Membership Terms	Kevin Beals	<p>At our last meeting, we discussed membership terms for our site-based leadership team. It was determined that students and parents could elect to</p>

		<p>stay through their graduation year. Staff positions will end after two years to allow for additional leadership opportunities for others.</p> <p>Proposed limits for current members.</p> <p>Site-Based Membership Terms</p> <p>Team voted to approve the membership terms, which will open up certain positions for new members next year.</p>
Next Meeting	Kevin Beals	November 8, 2023
Adjourn	Kevin Beals	Meeting ended at 5:01 PM.