

Site-Based Meeting 12/13/23

| | Site-Based Leadership Team | Present Y/N |
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| English | Jaclyn Atwood | Y |
| Math | Susan Burns | N |
| 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 | Y |
| 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 Anika Ryder | Y N Y N |

Agenda Items:

| Item | Person Responsible | Discussion/Information |
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| Welcome | Kevin Beals | <p>Welcome all and thank you for your continued leadership and support. We are all very excited for Winter Break and wish all of our SIT members and CATA community a happy and safe Winter Break.</p> <p>A special thank you to our PTSO who will be providing lunch to our staff on Friday as we CLIMB closer to break.</p> |
| Club Proposal | Two CATA Students | <p>Two students met with the group to propose the Action for Good Club. The purpose of the club is to develop leadership qualities in its members and to provide community service/volunteerism to local community groups. This club would be open to students at all grade levels and does not have a GPA requirement, which many of our service organizations do. Mr. Hidalgo has agreed to serve as the club advisor if it gains approval.</p> <p>Committee voted to approve this club.</p> |
| Club Proposal | Two CATA Students | <p>Two students met to propose the adoption of an Aerospace Club at CATA. Currently, only CATA seniors are able to take the Aerospace course, if offered. There are many others who have a specific interest in this and in participating in competitions and aerospace challenges. Mr. Hidalgo has agreed to serve as advisor on opposite weeks when the Society of Women Engineers (SWE) does not meet.</p> <p>Committee voted to approve this club.</p> |
| Academic Growth Committee Update | Katelyn Morse | <p>Academic Growth Committee - Action items from last meeting</p> <p>Updated action steps:</p> <p>Team will move forward with plans to improve our process for accommodated testing groups. Dr. Newnam will work with Ryan Williams to get this up and running.</p> |

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| <p>Culture/Morale Committee Update</p> | <p>Thomas Stewart</p> | <p>Peer Tutor Rubric- meet with peer tutors at the beginning of each semester to go over expectations for grading. Larger font. Daily activity tracking. Robinson and Newnam will lead this effort.</p> <p>Creation of an Accommodations Not Used form to better track what students actually use/need. Ms. Primm will take the lead.</p> <p>Data Review:</p> <p>Pre-ACT scores- Math and grammar were the lowest ACT Plan for Sophomores- Barron and Hidalgo will lead this campaign.</p> <p>Team will accomplish these tasks and more through the creation of sub-committees.</p> <p>Culture/Morale Committee -</p> <p>Teacher Focused Group:</p> <ul style="list-style-type: none"> ● December Gift for Staff (administration) ● PTSO Pie Day (March 14th) - survey for Baked Pies or Pizza Pies ● Lifting Meeting for Teachers ● Little gifts in teacher's boxes throughout the year <p>Student Focused Group</p> <ul style="list-style-type: none"> ● Spirit Week ● December 15th Dodgeball Tournament (\$2 per ticket, \$20 per team) ● Student perfect attendance reward (hot chocolate and sheet cake) during advisory CT (Feb 2nd) ● March 15th Half Day - Sport Team related cleanup ● Watch Party for E-Sports |
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| <p>Professional Development Committee Update</p> | <p>Emily Watts</p> | <p>Professional Development Committee -</p> <p>Once they got dates for PD they brainstormed ideas for PD. One drive, Autism/ADHD, Onward book study, AI. Also getting information from departments</p> |
| <p>Safety Committee Update</p> | <p>Kelly Challand</p> | <p>Safety Committee -</p> <p>The Exterior Group met and created a route map that each member would travel to do a safety check at a specific time. All work orders and safety concerns will be recorded and placed in the safety binder in the front office.</p> <p>The Interior Group met and decided to break the days up among the five members to cover the full interior of the building. All work orders and safety concerns will be recorded and placed in the safety binder in the front office. A safety walkthrough form will be used to help collect documentation.</p> <p>The team discussed the idea of random bag checks by administration. This will not occur unless there is reasonable suspicion that someone is in possession of unauthorized items.</p> |
| <p>SIP Review/Suggested Updates</p> | <p>Kevin Beals</p> | <p>The team split into groups to review the “Current Level of Implementation” and “Full Implementation” narratives. The goal is to update the language based on current progress and to make sure everything is written in the present tense to reflect our current situation.</p> <p>Each group took time to review one indicator and all of the descriptions contained within it. They included their recommendations for edits and updating of language.</p> <p>Indicators considered for this meeting: A1.07, A4.01, A4.06, A4.16</p> |

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| SIP Look Ahead | Kevin Beals | The team took time to review action steps that are set for completion in January and February. Team members are asked to work with their committees to ensure completion and/or to update the team on progress at our next meeting. Team members also shared items that need to be added to the plan following the most recent committee meetings. |
| Next Meeting | Kevin Beals | January 17, 2024 |
| Adjourn | Kevin Beals | Meeting ended at 4:59. |