

CHARLES T. KOONTZ INTERMEDIATE SCHOOL
School Improvement Team Meeting Agenda
December 14, 2017
3:15 pm

Koontz Direction Statement

Empowering the Koontz Community to embrace continuous learning and leadership.

TEAM MEMBERS:

Reginald Bright, Chris Cowan, Sherrie Howard, Laura Josey, Julie Wimbish, Elisha Scales, Myra Miller-Rice, Colt Burgin, Lisa Wallin, Kim Lachler, Christy Woppman, Renee Handley, Melissa Hill, Erika Eill.

TEAM ROLES:

FACILITATOR: Sherrie Howard
 TIME KEEPER: Laura Josey
 PARKING LOT: Myra Miller Rice
 PUBLIC RECORDER OF MINUTES: Lisa Wallin
 NORM READER/REMINDER: Christy Woppman

TEAM NORMS: (7 Norms of Collaboration)

Seek first to understand then be understood by:

- promoting a spirit of inquiry and balancing advocacy
- pausing,
- paraphrasing,
- probing (gently),
- putting ideas on the table,
- paying attention to self and others,
- presuming positive intentions,
- praise and celebration.

Important Documents: [SIT By-Laws](#)
 [School Based Mgt Program](#)
 [Updated SIT Guidelines](#)
 [SIT Membership 2017-18](#)

DESIRED OUTCOME	WHO	TIME	Minutes
Attendance and Reading of Mission Statement and Team Norms; Review and Approval of <u>Previous Meeting Minutes</u>	Sherrie Howard	3:15 - 3:20 pm	Attendance: Reginald Bright, Chris Cowan, Sherrie Howard, Laura Josey, Julie Wimbish, Elisha Scales, Myra Miller-Rice, Colt Burgin, Kim Lachler,, Renee Handley, Melissa Hill,, Colleen McKay, Lisa Wallin, Christy Woppman
Principal's Report ● Information Update	Reginald Bright	3:20 - 4:00 pm	****Positions filled: 6th grade position will be filled by an experienced teacher from the coast, should be starting the 16th. She will be teaching SS the second semester and Hough ELA

			<p>EC teacher interviews will start soon Custodial staff is limited but filling is under way.</p> <p>***Fundraiser Proposal:</p> <p>Holiday Spirit Colors Dress Down</p> <p>***No UA's for program on Tuesday @ 8:30 for 5th and 6th grade.</p> <p>***Global/Participate You may do classes online in order to receive bade (free)</p> <p>***January Assembly- NED show which is a character building show. We will sell yo-yos the following week to fund the program (will be set up outside the office)</p> <p>***Priority Plan, will order Nicky Communication folders for each student.</p> <p>***MTSS Multi-tiered Systems of Supports (Formerly TIPS/similar). Looks at: Academic and Behavior Focuses mostly on academics in groups and programs to help these groups of students be successful. This will be a gradual implementation with focus of meeting all individuals needs.</p>
<p>Priority Plan, Budget, and Needs Assessment</p>	<p>Laura Josey</p>	<p>4:00 - 4:15 pm</p>	<p>***Focus on Math for after school tutoring to help meet math goals. Currently looking for and wanting ideas on how to best serve students.</p> <p>***Curriculum night ideas- begin at school with teachers in four different locations. Spring is target time.</p> <p>***Low level/High interest books in Spanish are in need, currently checking with Gullick for ideas.</p> <p>***Advertising again for math tutors, must be qualified. \$25 an hour.</p> <p>***Requesting lower level Benchmark kits</p> <p>*** Parent Liaison supplies list is being made.</p> <p>***Math-getting quoted on Number Talks</p>

			<p>***Reading Conference in March let Mr. Bright and Laura know if you are interested.</p> <p>***Motion to approve and Approved.</p>
Breakfast & Cafeteria	Julie Wimbish	4:15 - 4:30 pm	<p>***Breakfast in Cafeteria as opposed to classroom. Will review but numbers show that more students are eating breakfast in classrooms. We need 80% in order to continue program. Can't change this year.</p> <p>***Lunch Duty-We have people covering while the teachers are in there. Will review the lunch schedule so that there are two people on duty at all times.</p> <p>***Myra and Julie will look over duty schedule</p>
PBIS Update	Myra Miller-Rice	4:30 - 4:45 pm	<p>***Sending out a 9 day refresher plan after holiday break, will be only 5 minutes.</p> <p>***PBIS survey for staff</p> <p>***February staff meeting will have a training for support with student with disabilities.</p> <p>***Class Dojo....Spanish as well as other languages.</p>
Focus Team Update	Melissa Hill	4:45- 5:00 pm	<p>***Indicators-parent involvement, mission and homework guidelines as well as classroom procedures.</p>
PTO Update	Erika Eill		<p>Ms. Eill has requested that we determine who will be the "Koontz Ca\$hual" benefactor for the second half of the school year.</p> <p>The team discussed ideas and a motion was made to apply the funds to the Koontz Clothes Closet to assist with covering the funding for items that have been purchased. The motion was approved by the team.</p>
Next Meeting Date and Agenda Items	Membership		Next Meeting: January 11, 2018
Adjournment			The meeting adjourned at 4:42 pm.
Parking Lot			

School Improvement Plan Review
[2016-2018 Plan](#)

Reginald Bright