**SMT Summer Retreat**

**August 21, 2015**

Present - Miriam McCoy, Maria Beaghen, Min Kim, Tamika Withers, Elizabeth Copeland, Devonii Reid, Denise Harlem, Myron Hackett, Lisa Spottswood-Brown, Antoinette Hall (parent), Terri Russo

Absent - Denise Baskerville

1. Opening Remarks - Dr. Hackett welcomed us all back. Introduction of new members.
2. Dr. Russo SMT Training - SMT Responsibilities - Must consist of 1 administrator, ESL/Bilingual, Special Ed, ELA, Math, Grade Span Representation, I&RS, Community Members, Parents, ScIP, Curriculum, PTO, PR, Social Climate, Data Team. Each group votes for a person from their group to attend SMT. All ELA teachers vote for an ELA representative. No more than 50% of one group. (We’re heavy on teachers). This is a two year commitment. No one on SMT should be a chairperson on another committee. The Chair is elected. Recorder. Facilitator/Encourager to step in if Chair is absent or to encourage participation. Time Keeper. Agenda is set by Chair and each item on agenda should have a time next to it. Time can be renegotiated, but time has to come from some place else. Reporter - at end of meeting gives a synopsis of what happened during the meeting. At each meeting we should be discussing the Title I Plan and revising it as needed. The Needs Assessment piece is done all along the school year. Design and monitor the effectiveness of the School Improvement Plan.

 Develop and monitor action plans based on school data.

 Work with parents to develop the school calendar.

 Needs Assessment for School-Based Budget - have the subcommittees each take a

section of the school budget. Ask teachers about what they want, justify it, and state how

much money is required for the events. Tie it to student achievement.

No teacher can be in the interview process for another teacher.

1. Park Data Presentation - Hackett, Kim, Spottswood-Brown, Reid, Harlem will make up the breakout group for the Data Presentation.

The trackers that are part of the data presentation will be part of the district data presentations. The teachers will take the data from the trackers and enter the analyzed data into the data presentation so all data will already have been analyzed by all teachers throughout the building. All teachers will see all data from all grade levels/subjects for analyzing. Teachers will post their data directly into the presentation.

This will also be reflected in the minutes which will be submitted directly after the CPT meeting.

1. Handbook - McCoy, Beaghen, Copeland, Withers will make up the Handbook Committee. During breakout session one group will be modifying the handbook for Grades K-4.
2. School Calendar - Be sure to send all events to Dr. Harlem as they are established and changed.
3. Fundraising - 80/20 rule. When a fundraiser is held by a group, 80% of a fundraiser will go to the group, 20% will go to the school. All fundraisers will only be approved by Hackett and Reid after a form is completed. After the fundraiser is over a form will be completed showing how much money was raised.
4. College and Career Readiness Competition - Grades 3-7. There will be a committee of students who will be assisting, known as an RA. Will focus on core classes. T-shirts will be ordered for students. This will support STEM.
5. STEM - STEM will be schoolwide. It will be incorporated into all content areas. Teachers will be asked to try some things on their own prior to training. Dr. Hackett is asking that teachers try at least one activity per marking period. Funding will go for training, supplies, field trips, tech. Staff, parents, students are involved. There will be a two year roll-out. Coding will be incorporated.

Project Lead The Way - STEM is part of this program. Grades K-2, 3-5, 5-7. We select the

grades involved. Non-profit organization that developed the entire program. It covers all

bases. It will expose students to future careers. Will be selected classes. This will be the tool

we use to implement STEM.

 21st Century Grant - is the umbrella. It will fund Project Lead the Way and STEM. Community

involvement and representation

**September 3, 2015**

**continuation of previous meeting**

Present: Dr. Howard, Min Kim, Miriam McCoy, Tamika Withers, Maria Beaghen, Elizabeth Copeland, Denise Harlem, Myron Hackett

Absent: Denise Baskerville, Antoinett Hall, Lisa Spottswood-Brown

Dr. Hackett welcomed Dr. Howard to the SMT meeting.

Review of Dr. Russo’s training.

Activity with pipe cleaners - competition using pipe cleaners. Teams compete to try to make the tallest free-standing tower. Activity taken from the University of North Carolina State. Each teacher is being asked to do at least one STEM activity per marking period. Suggestion: make copies per grade level of different activities that can be done. Provide teachers with materials instead of just explaining it.

9. Goal Development -

1. Raising RIGOR
2. Committees need to tie activities into STEM

10. Schools

1. Focus - growth wasn’t there
2. Priority special ed scores low so we need to increase student achievement
3. New rubric in special ed

11. What do we do as a school

1. PARCC scores not used
2. Looking at assessment over time
3. Look at failures.
4. Look at student achievement
5. Look at self-contained (DLM class)
6. Data analysis is very important. Change is needed.
7. IREAD for children with dyslexia
8. 1000 licenses for Rosetta Stone and only 200 were used.
9. MATH 180 is powerful for students. Data to show student achievement
10. Alternative for resource students. Resource person needed. like other schools. 45 minutes not enough time.

For Future Discussions:

1. Hoodies
2. Cell phones
3. Cafeteria entrance
4. Recycling
5. Parties
6. Moving Up Ceremony
7. All adults are role models