

**Castle Hayne Elementary
School Improvement Team Meeting**

Date: 9/28/16

Time: 3:00

In Attendance: Galanis, Rose, Charles, Beitel, Johnson, Casha, Jones, Bliss, Herstine, Scott, Robbins, Duerr, Hicks, Bigsby, Linkner, Estelle

Agenda Item	Who/Time	Notes	Action Items
Title One Parent Involvement Policy	Bednarczyk 10 min	*first paragraph will be changed to be the new mission statement created in the spring of 2016 *add in Parent Univ to second to last paragraph *be more specific in final paragraph with volunteering opportunities	Will revise and send out for Nov. meeting, vote in Nov.
Needs Assessment	Bliss 30 min	Needs Assessment drives the SIP Needs are driven by data What is our plan for closing the gaps in our subgroups?	Herstine to create a master list of all subscriptions and the usernames/logins for reference
Title One Funds	Bliss 10 min	ELL PD through UNCW- see Brandy Preteaching- include ELL students Learning Focused lesson planning PD 5th- math challenges are needed, iReady, want to take a look into the premium levels of TenMarks and Front Row 4th- Moby Max program incorporates literacy and math, \$700 school wide license; math manipulatives needed: base ten blocks 3rd- math is a weak area, Accel time will be 2 reading and 2 math days, Benchmark Universe was used in summer school 2nd- reading is largest need, assistants and tutors help to make small groups, Scholastic News will help with Science and Reading, Mystery Science, RAZ kids 1st- low in reading and math, need adults to help run groups, Scholastic News is on order K- need adults to help with groups esp in literacy block, Letterland app would be helpful with lower achieving students and ELL students Teacher Working Conditions Survey Focus: Q5.1.D- administration/behavior issues- implemented red sheet, MTSS behavior system in place- feedback is that behavior issues are being handled more quickly Q8.1.E- PD differentiated- created an overview for the year's PD, streamlined all PD and have targeted Learning Focused Q2.1.A- Class size- staff voted to use one staff member as the Science teacher and another for the MTSS coordinator, max	Letterland app for K, 1st, and ELL 2nd graders Dictionaries to be used for testing

		class size is 25 as of now, all classrooms are being used	
School Improvement Plan draft review	Linkner 20 min	Plan passed by unanimous vote	
Grade Level/Dept Concerns		<p>Parents: playground</p> <p>TAs: schedule for next week- start 2nd grade on 10/3, start 3rd grade on 10/10</p> <p>EC: none</p> <p>IS/SS: look for email from Aust and Robbins regarding Rachel's Challenge; Aust's schedule tight</p> <p>Specials: clubs start, 10/10; will switching clubs be allowed- drop/add will be allowed on a case by case basis; roster- hopefully by next Wednesday</p> <p>K: progress monitoring of every child- getting that done in the time given</p> <p>1: TA schedule- will be getting that done ASAP</p> <p>2: TA support- will start 10/3; progress monitoring with so many reds and yellows</p> <p>3: none</p> <p>4: AIMS web training- we don't know what to do with the info we see, making groups- Czombos will be trained on this</p> <p>5: none</p>	Parent reps to ask for input from other parents in the community