

SIT
SCHOOL IMPROVEMENT TEAM
2019-2020

THIS IS A RUNNING DOCUMENT. MOST CURRENT MEETING AT THE TOP.

For discussion in Feb-need for lights in parking lot behind the school

JANUARY 16, 2019

ATTENDEES - SEE SIGN IN SHEET

- 1. AGENDA/ MINUTES (BULLETS) FROM ALL COMMITTEE MEETINGS
SEND TO BRENDA AND SHE WILL SEND OUT TO ALL STAFF
THIS IS PART OF OUR COMPLIANCE FOR MTSS AND NCSTAR NEXT YEAR
GOAL: ENSURE COMMUNICATION**
- 2. Tara, Aimee and Beau attended MTSS Cohort 2 this week. - update
Discussed teaming structures/sharing info on a school level/team roles and
communication to come into compliance. (TIPS, MTSS, PBIS, SIT) Add agendas to
Google Drive from each team meeting to keep staff informed.**
- 3. MTSS Team will need to do the FAM again this year. A date, time, and location will be
announced where we will meet as a district to complete this, and we can use last year's to
determine where we are now in the process.**
- 4. 3rd/4th grade during the day remediation in lieu of after school remediation -
Peers working together is going well. No after school tutoring.**
- 5. Dr. Baldwin signed an affidavit that cursive and multiplication is routinely being taught at
the elementary level.
Cursive Writing. - The standard course of study shall include the requirement that the
public schools provide instruction in cursive writing so that students create readable
documents through legible cursive handwriting by the end of fifth grade.
Multiplication Tables. - The standard course of study shall include the requirement that
students enrolled in public schools memorize multiplication tables to demonstrate
competency in efficiently multiplying numbers.**
- 6. Retentions-meet with the student's parents to discuss and provide documentation to
support decision. Please let Mrs. Yates know if you are considering this. Statistics have
shown that retention is not always the best option due to increased risk of not graduating
and not an effective method to close the gap. Differentiation and interventions are often
more viable options.**
- 7. Still no state budget. General Assembly will meet again on April 8th.**
- 8. February 11th at 9 am and 1 pm will be Kindergarten Tours at PES for prospective
students**

DECEMBER 12, 2019

Attendees: See sign-in sheet

- 1. After School Remediation for 3rd and 4th grade on Tuesdays and Wednesdays beginning in March. Ms. Felder will drive the bus.**
- 2. TIPS Team-work that is being done in an effort to streamline and strengthen the MTSS requirements. Tara attending PLC's to discuss processes on Jan. 9th.**
- 3. MTSS Updates. TIPS and MTSS (whole school) two different processes. Yearly add ons to meet requirements.**
- 4. Increase student writing opportunities. Think about opportunities to embed writing into all content areas. Math journals, science journals, SS, etc. Writing is the highest form of comprehension and an important factor in student growth.**
- 5. Reading incentives over the holiday break- Ms. Green creating Christmas break challenge to prepare for Istation and iReady assessments in early January. Think about an incentive for your class.**
- 6. i-Ready goal setting with students before they take the mid year assessment that opens on January 8th**
- 7. i-Ready whole school growth incentive-bulletin board with student/class competition.**
- 8. Staff Outing Tuesday, December 17th at 4:00 p.m. Please let Ms. Yates know tomorrow if you have not signed up and want to go.**
- 9. Next meeting January 9th at 2:30 p.m. will start with the whole staff with a Pierce Group presentation. All staff will need to attend the Pierce Group presentation and then can leave if not a SIT member.**
- 10. Clubs are on hold until next year.**
- 11. PTO assistance with Staff Breakfast coverage.**
- 12. 85 students sponsored this Christmas by Biltmore Baptist, staff, and others. Thermo Fisher helped with turkeys, Walmart gift cards, and funding for student manna bags.**

NOVEMBER 14, 2019

Attendees: See sign-in sheet

- 1. New Updates: Tara/Counselor-Partnering with Thermo-Fisher (grant) for Thanksgiving meals, food boxes, family support, gathering names. Tying up classroom bullying lessons. Need help getting Christmas forms back please. Kids**

enjoyed the PBIS rewards party. Discussion concerning minors counting towards reward. Community market on hiatus until further information can be gathered.

K-working on holiday program with music teachers, hot chocolate social beforehand, using iReady Reading lessons. KEA finalization.

1st- Moving right along, enjoying Wit and Wisdom geodes.

2nd- Looking forward to the geodes, seeing a bit of student independence.

3rd-NC check-ins.

4th-District math sharing, field trip to Vulcan and Nesbitt Academy.

PTO-Bingo night Nov. 22, 6-8pm.

Mrs. Yates-common half day planning time next week. Let Yates know your date to plan coverage. Donna Edmiston creating a schoolwide data sheet.

Title 1/Beau- MTSS shift will require a new state program (NCStar) to guide SIT.

OCTOBER 10, 2019

Attendees: See sign in sheet

1. Title I Information-Beau
 - Review and Approve Title I 2019-2020 documents.
 - (Compact, Family Engagement Plan and Policy) see handout
 - Amend document to change Fall Fest time-doc. approved
2. PBIS Reward Parties-Tara Mowrey-Cut out PBIS awards during assemblies, focus on Citizenship and Attendance Awards only. There is a matrix for Semester Reward Days (including grades, attendance, citizenship) each semester.
3. New K-2 Reading Goal for SIP-Jeanann Yates

Kindergarten-i-Ready BOY to EOY Overall Placement will increase from 15% proficiency to 65% proficiency

First Grade-i-Ready BOY to EOY Overall Placement will increase from 31% proficiency to 80% proficiency

Second Grade-i-Ready BOY to EOY will increase from Overall Placement from 26% proficiency to 70% proficiency

Third Grade-i-Ready BOY to EOY will increase from Overall Placement from 46% proficiency to 70% proficiency

Fourth Grade-i-Ready BOY to EOY will increase from 37% proficiency to 65% proficiency

In addition, 3rd and 4th grade ELA EOG scores will increase by 5.2% over last year's overall score of 61.8% to 67% overall

Strategies

Will also add Heggerty Phonics books for Kindergarten and First Grade

Professional Development training from Title I Lead Teachers

i-Ready Phonics books for 3rd/ 4th grade for specific students based upon the data

4. **Grade Level Lesson Plan template to be shared in the Pisgah Team Drive. We will discuss in PLC's. Be thinking about using the suggested template with freedom to modify as long as the following components are there:**
 - **Standards**
 - **Learning Targets**
 - **High Impact Strategies**
 - **Vocabulary**
 - **DOK Questions**
 - **Differentiation**
 - **Assessments**

This will meet many requirements now and coming up such as:

NC Star

MTSS

SIT

PLC

Canvas

District requirements

District Lit Team have plans to build upon the new template plan.

No new Business

SEPTEMBER 12, 2019

Attendees: Yates, Gilliland, Halpin, Stewart, Pavlina, Cox, Blalock, Green, Smith, Godfrey, Mowrey, Davis

1. REMODEL FRONT LOBBY

***Safety Issue: Want an entrance more like Enka Intern. Based on Safety Assessment. Remove wall to make reception area more open and school personnel visible and add locking doorway to the open hallways. Update signage to accommodate safety. Check on scanning of Driver's License upon check in our school.**

***Update the aesthetic appearance. Store memorabilia and add more current student awards and artwork etc.. Look more modern and "Nesbitt Like"**

*** It has been suggested that we evaluate (vote) on replacing the murals in the school with wordle wall art. See images for examples. Investigate a plan with**

artwork. Most voted for current status. Discuss again at later date, when new art renditions are available.

2. i-Ready Standards Mastery-2nd, 3rd, 4th grade. Beau expressed desire for all teachers to create pre and post tests for most standards, Reading and Math, to strengthen core instruction and provide data.
3. **Preview Title I Annual Meeting PowerPoint: 5 Slides. Required to show ppt and provide/turn in sign in sheet. Continue to collect Free and Reduced forms- priority. Incentives offered for parents signing Title 1 compacts immediately and students returning Title 1 Compacts quickly.**
4. Cafeteria Concerns: More students but no extra room, scheduling, noise level-silent in, silent out, lights out = no talking, reteach PBIS expectations, consequences?
5. Pop-Up Food Market ABCCM, Local Manna, Government- Begins October 15th 2-3 pm. in the gym. Tara informed us about the "pop-up market." Pisgah is now a food site on every third Tuesday of the month from 2-3 pm, produce and meats for free. Piney Mtn, Spirit Life Church, Mt. Pisgah, Thermo Fisher, Caterpillar, ABCCM donating towards student food bags.
6. Met Growth!!!! .23
7. Eblen Walk-October 12th 9-11am
8. Fall Festival-October 12th 10-3pm Craft Show Sign up in workroom.
9. SIT/Faculty Meeting/BCS Cares-October 10th
10. Need a new K-2 SIP goal since we no longer use mCLASS. Will use i-Ready for a baseline to determine an attainable and reasonable goal. We will vote before submitting.
11. Theme Fridays- Jersey Day, flip flop day, Disco day, College football day, Beach, Cowboy, Hat day. Days will be determined after Molly sets up fun days for Eblen fundraiser.
12. Early dismissal club days-Some schools hold Club Day for an hour on early release days- garden, recess, corn hole, crochet, art, volleyball, basketball to allow each student equal opportunity. Would provide student leadership. Looking into offering this at Pisgah after new year.
13. Learning targets posted- "I can statements"
14. Eblen Pumpkins- 4 days of dress up options (see #11), Book-o-ween changing to Word-o-ween? Choose what best fits your students.
15. Teachers buy a case of paper with your student supply money.

AUGUST 5th

Attendees: Jeanann Yates, JB Halpin, Sherri Green, Beth Myers, Melody Davis, Stacey Pavlina, Aimee Stewart

1. Faculty Meetings this year. Please do not schedule appointments, etc. on the one Faculty Meeting for the month. Emergencies do happen. If this occurs, please provide me with a doctor's note. There will be a specific structure for each faculty meeting:

- Apple Award (Pisgah Proud) - Recognizing a staff member (teacher and assistant) that has done something significant, gone above and beyond, etc. We want to do this in the staff meetings.
- SIT Update-Beau Gilliland
- Sunshine Update-Brenda Wilson
- Yates updates/information
- Educator Handbook/PBIS/Attendance-Tara Ross Mowrey
- Science/Math Team Updates
- Literacy Team Updates
- Positive Parent Contacts-Staff
- Curriculum Updates-Donna Edmiston
- PTO updates

2. Enka High School t-shirts. They will be offering the shirts to the district for purchase.

3. Title I Budget-only \$4,500 left for supplies, etc. for the year.
(\$1000 for Braschler and Smith to attend Reading Foundations training)
(\$1000 for i-Ready assessments - reading and math)

4. Math Investigations-There will not be funds to purchase the platform or the workbooks at the county or school level. Plan B-handout will be given out as soon as the final draft occurs at the CO.

5. Wit & Wisdom-Looking at the online platform only for this year. We will have a 30 day trial to determine interest. Assessments are available on the online platform, but not the workbook pages. When do you want to begin the trial? (We will begin the trial after Labor Day in September. Mrs. Yates will be setting this trial up for us.)
Blount County (Tennessee) visit on September 4th at 10:00 a.m. Can we revise schedule on this day? Three people will visit and then come back later with more staff.

6. iStation Training for K-4 teachers will be trained by Donna Edmiston on Tuesday, August 13th at 8:00 in the Media Center. As far as I know we are moving forward with this new program. iStation will replace mClass. The fall assessment will not be official. The MOY will be the official results. iStation is for K-4.

7. PTO Events and Fundraisers - Mrs. Yates met with Jessica Allen to discuss dates and activities. Check the google calendar.

8. Biltmore Clean-up Day-Saturday, August 10th at 8:00 a.m. until noon.

9. Cancel Zen Tubing for Tuesday, August 6. We are going to have lunch together at the Miami Restaurant on Tuesday, August 6 at 11:30am.

10. Book Room-Sara Moore and her daughter have spent several days cleaning out the Book Room. We have new shelves and you can see the floor! We have books in boxes against the wall for teachers to take for themselves and their students. Also, we need for each grade level to look through your leveled book bins to remove books that are never used. Sara will be rebagging the titles in new bags and we do not want to bag books that are obsolete and never used.

11. EOG scores-Overall reading-61.8%

3rd Grade-56.1%

4th Grade-70.4%

Waiting for math scores

12. Getting back to basics with reading-45 minutes of W & W and 45 minutes of small group reading and independent reading. Thoughts?

13. Sign-up for McDonald's Nights on August 16th during first Faculty Meeting. I use this money for classroom and student requests.

14. Pisgah Inn-I have emailed asking them about August 14th to go up for lunch, and we would like to have a staff luncheon at Pisgah View Ranch on Friday, August 16th after the Faculty Meeting at 12:00 noon and our bus tour of our neighborhoods. We will need to make reservations and lunch is \$12.00 plus tax and tip. Groups with 10 or more people 20% will be added for the gratuity. We would like for JB to drive us over on the activity bus after touring the neighborhoods. The menu for this day will be ham, pinto beans, mac & cheese, cornbread and dessert. I will need to call with RSVP's by the 14th.

15. Zaniac Learning Center-afterschool programs. What do you think about interest in this? Price prohibitive?

16. Mr. Halpin will be recognized on Tuesday, August 20th at the commissioner's meeting for the Buncombe County Teacher of the Year. We would like for everyone to attend to support JB and let the commissioners know how much we appreciate their support for JB, Pisgah, and our school system. (at the County Commissioner's Building in downtown Asheville.)

17. Please put the student performance dates on your calendars. This is mandatory and you are expected to attend to support all of our students. Check the Google calendar for dates.

18. We will have a table during Meet the Teacher for F/R lunch forms. All hands on deck with class lists at the front door, if you are not a classroom teacher.

19. We will continue to have reading i-Ready. We will only have the math assessment only for i-Ready (to help with MTSS referrals). We will not have the Math lessons for i-Ready this school year.

JUNE 13, 2019

Attendees: Jeanann Yates, Beau Gilliland, Melody Davis, JB Halpin, Aimee Stewart, Jennifer Anderson

1. Meet the Teacher for the 2019-2020 school year -- Thursday, August 15, 2019

Time ---- 4:00 - 6:00pm

PTO will be offering a Spaghetti Supper for families (\$5.00)

2. Possible Staff Meal on Wednesday, August 14, 2019

3. Friday, August 16, 2019 - Faculty Meeting - 8:00-11:00am with Staff Community Bus Adventure to follow. Possible Lunch to follow.

NOTE: THIS WILL BE A STAFF PD FOR UNDERSTANDING/CONNECTING WITH FAMILIES

4. We have a 58.48% free and reduced lunch rate as of the end of the 2018-2019 school year. Brainstorm ideas of how to get more families to complete the application form for the 2019 - 2020 school year.

There will be a drawing for (4) \$50 Visa gift cards.

We will have online stations for people to apply as well as the paper application at Meet the Teacher and Title I family night.

5. Biltmore Church Day at Pisgah Elementary School -

Saturday, August 17 - (8:00am - 12:00pm) Mrs. Yates has made this a mandatory day. She will provide a trade day.

Please let Mrs. Yates know if you would like for the Biltmore Church volunteers to help you in your classroom. We will have lunch afterwards. Bring a salad. We will do a baked potato and salad lunch.

6. Monday (August 5) -- Planning Day with your colleague at Pisgah Elementary School -- Mrs. Yates will provide 2 trade days.

7. Summer Reading Log - Title I does not have funding to pay for the rewards.

LIT Team will look at a plan for Summer 2020

8. Summer Staff Event (Tuesday, August 6) - Meet at 9:30am at Zen Tubing (Midtown Asheville location) - Meal afterwards in River Arts area. Spouses/children invited. No animals allowed. Footwear is required. This is a 4 mile trip and could take 2 hours or more.

Check out the website www.zentubing.com -- take a look at the FAQs. Adult ticket is \$20. Discount price if we have 15 or more people.

Weather Permitting.

Please let Mrs. Yates know if you will attend by Friday, August 2.

9. Music Performances for the 2019-2020 school year --

- **Kindergarten Music Christmas program - Thursday, December 5 - 1:15 and 6:00pm**
- **Third/Fourth Grade Music Mountain Heritage program - Thursday, March 12 - 1:15 and 6:00pm**
- **First/Second Grade Music Rocks program - Thursday, October 24 - 1:15 and 6:00pm**

**10. Curriculum Night - Thursday, October 24 - before the music program
More details to come.**

11. Book Fair Dates - (Fall) September 24

**12. Title I Informational Night/Open House
Tuesday, September 24 - 6:00 - 7:00pm**

13. Next School Improvement Team Meeting - Monday, August 5 (2:00 - 3:00pm) after curriculum planning with colleagues.

14. The Master Schedule will be pretty much the same for the 2019-2020 school year.