

Minutes for the May 6, 2019 SIT Meeting

I. Attendance:

Michelle Moody, Rhonda Dreibelbis, Monica Long, Mychael-Ann Pelo, Jennifer James, Roger Ganim, Shannon Sudderth, Anna Borasky, Jamel Anderson-Ruff, Aiyanna Williams, Ketty Thelemaque, Susan Taylor, Emmalea Couch, Melissa Fussel, Joseph Holthaus, Rebecca Bisette

II. Greetings:

Raphael calls meeting to order at 5:33.

Mr. Hirsch brought some treats and thanks to Mrs. Pelo and the PTSA for the teacher appreciation lunch today.

III. Approval of Last Meeting's Minutes:

Dreibelbis moves to accept last month's minutes. Approved unanimously.

IV. Old Business:

V. Indicators to Assess-Create-Monitor:

- A1.04 (K. Thelemaque and S. Taylor):

Taylor updates that action step "The assistant principals will monitor progress of staff reaching a rate of proficient or above on element IId of the teacher evaluation rubric." This was supposed to be updated before now, but we will be able to finish it soon.

Our interim assistant principal will begin Monday, May 13.

Thelemaque updates on action step "The department leaders will ensure the frequency and variety of assessment in each classroom." At JHS, teachers use CDAs and benchmarks to assess students and use data to guide instruction and create review sessions. In non-EOC class, teachers use teacher-made assessments and plans to monitor data.

Taylor updates on actions step "The assistant principals will ensure that students are receiving intervention services toward critical academic outcomes." Evidence includes MTSS updates from counselors, time and placement reports provided by EC facilitator, monitoring of CECAS, additional training provided for a co-facilitator for MTSS, team training will occur this summer, and the principal is on a District MTSS leading team.

- A4.06 (K. Thelemaque and S. Taylor):

Taylor is joyful that after two years of discussing action steps, we have teams that are doing their third round of walkthroughs. SIT won't see this data until the beginning of next year as this is our last meeting, but teachers will get to see it this year. Mrs. James is on the walkthrough team and can speak to it.

James: This is first year at Jordan, so the walkthroughs have been really helpful. Going into science, English, OCS, and even just seeing what people have on their walls is so educational. People should see what others are doing. CTE doesn't even see other CTEs often, but it's been great to see what's going on in other classes. Seeing motivational posters and the difference in rooms that have them and don't is interesting. I've been in a classroom from each department, and it's really nice to see.

These artifacts will need to be added to IndiStar, but we're in a much, much better place with IndiStar than we have been. A candidate for Assistant Principal even mentioned it having noticed how much info is in it.

Pelo asks, as a member of the A1.04 task team, if there are any additional tasks. Taylor responds that for now, no.

VI. Other Business:

1. Reflect on this year - let's celebrate our accomplishments and let's discuss any changes that may need to be made.

Raphael sets the purpose for the next 20-30 minutes of the meeting in reflecting, celebrating, and discussing what may need to change.

Taylor: Having parents, students, teachers consistently at SIT meetings shows a lot of buy-in and holds us to accountability that is greatly appreciated.

Couch: Acknowledges that this year has seen some movement and action steps and data collection. Specifically acknowledges Mr. Hirsch for being a driving

Raphael: Adding to what Ms. Couch said, collecting data and assigning tasks and determining who is responsible and who would bug people into making sure that that data is collected and represented and we're able to make decisions and move on.

Hirsch: I think about meetings we had son's freshman year. There was no data, no discussion, no planning. Watching the progress over these past four years is astounding. What we did this year is get to a point for baseline data. My wish for future years is that you actually get to talk about it and bring it back to reflective conversations. For example: walkthroughs. Reflect on what you learned, how did it change things? Was it worth it? IF through, can we double down and get more teachers in. You couldn't do it without data to begin with, but now you can.

Taylor: Because of accountability that was created, there are people understanding their roles better. There are people not on this SIT team who played a role in getting the data. We have to find a way to get the data and data collection to be owned by the whole school and community. Because of the system, conversations happened earlier. No same-day notification this year.

Anna Borasky (student): I know at the beginning Aminah came and I've come to the last few. I'd like to see more students showing up and especially under classmen so we get a broader range of opinions and so more students can see what's happening.

Raphael: The meetings are open.

Anna: A lot of students may not be aware or feel welcome. A good place to start may be student government.

Raphael: People have voiced that they have seen a great deal of improvement for the past couple of years, but they seem to see and hear a whole lot of talking but don't see a whole lot of work being done. Our time is stretched pretty thin. Is there any way that we could consider elongated meeting time so that some time in meeting is discussion but 50% can be in subcommittees and doing actual tasks during the meetings. Sometimes when it's "who has time," the plan ends up being written by a very small group of people.

Taylor: Love that idea because there was a small group and plan got approved by teachers, but you have a lack of buy in and people understanding their roles. Using the meetings for writing would be good.

2. Principal's Update/Report:

We're working to end this school year and prepare for next year. When people ask to meet, I tell them don't sugar coat and just tell me if you're leaving. We've discovered the interview process for next year. We offered one job at the job fair. Everything else has been done through team interviews involving teachers and admin.

Our projected enrollment is 84 students fewer than this year. We're in position to lose positions for next year. We'll make that decision based on turnover in departments and staffing needs in the schedule. I went to the meeting prepared by having the print-off for all 5 traditional high schools. I felt heard. But like all traditional, comprehensive high schools, we're losing numbers. I'm asking cap on transfers to be removed and for trailers to be considered.

Our classes are Advanced Placement, Honors, and Academic (we don't say standard at Jordan, but that's what's in the written programming.) We need to address equity issues in advanced placement and honors. We did get funding (different pool of money) to roll out AVID next year. Request for AVID funding for 2019/2020 has been approved. We're the only high school for which Dr. Hardy's office has approved that request. A team of us will be trained and we'll get resources. This affords an opportunity for staff development. Not coming from per pupil funding. Tomorrow morning at 8:15 meeting to discuss. We plan to use this funding to help some freshman academy students transition into sophomore year. AVID's goal is to provide training and resources and strategies to help students get to college. Example: using sentence starters. Basically, there will be a cohort of students who track together who get a bunch of research-based resources.

Pelo: How will you determine what students get funneled into that.

Taylor: There's a tentative application drafted.

Pelo: How many students will be in the cohort.

Taylor: We will see how many apply and what we have room for. That info is TBD. It will not be comparable to Freshman Academy in numbers.

Shares story about young man in AP senior English that shares that he learned English through sophomore AVID.

Long (parent): No other grades will be in? Just sophomores?

Taylor: Not for freshman because we feel that we have a nice support system in place for freshman. There was an Academy reflection session on what's working well and what needs improvement to meet student needs.

There will be a new cohort each year. So eventually a cohort of sophomores, juniors, seniors, but for now it will start next year with sophomores.

SMART lunch example and resistance at old school to change it. We're trying to create a culture of reflection, not so that unneeded changes can be made, but to make sure what we're doing is serving what the students need now.

Bissette: What other support does it offer other than an AVID elective? There will be a team and there are teachers going to the training. There will be AVID core classes. Team: Taylor, Anderson-Ruff, Holthaus, Lowman, Beaudry, Philips, a counselor.

James: Shares success of program at previous school.

Taylor: Shares that when implemented without fidelity, it did not go great.

Scheduling Retreat will be held at Staff Development Center on May 21. We're doing as much upfront work to make the schedule as tight as possible

Test plan for the school year is posted on the website. Expect communication because students think that they can just check out to go to lunch. I'm working on communication to parents that we need help in reducing traffic on exam days. This is a school day and we need to emphasize that.

Raphael: In reference to possible cuts. Question: Is there any way that parents can find out about the inequities among the different high schools and voice that to the district?

Taylor: The question is why are students not being enrolled. I feel comfortable with the conversations at district level. But what I want to know is "why do we have the transfer cap?"

Student: Does the district decide what transfers get into Jordan?

Taylor: Yes. I do not have say so on that. I can write a letter of support. Ultimately, it's the office of student assignment.

Raphael: Is anything being disseminated to faculty and staff about the use of "academic" not "standard."

Taylor: Yes, for 2019/2020.

Couch: Question about the language about class levels in general.

Taylor: The town hall resulted in some conversation about derogatory language and communicating low expectations. We may have some preliminary data and could look at follow up.

3. Reminder to hold elections in your departments if terms are ending (view bylaws):

Raphael reviews terms of SIT bylaws. Reminder that this is the last meeting for this year and we need to make sure that we are electing representatives. Math is up. What other elections need to be held? Email Raphael so that she has an idea as to what's going on.

Raphael reads frequency paragraph. First meeting is in August but changes for next year will officially roll out in October.

Hirsch: I will write up a member and send it out. I'm the holder of the application. PTSA always vote in September so that freshmen parents are included. We were at two one year and four one year, so I'll double check. Hirsch shares thanks for what Jordan has done for his son the last four years.

4. August, 2019's SIT meeting - 2pm at JHS for possibly 2 hours - but which teacher workday? (view next year's calendar)

Friday, August 23 at 2 PM – be prepared to stay up to two hours

Last call at 6:23.

Taylor: Go to Durham Education Awards website. We have several teachers and students up for awards. Painter, Holthaus, Hathcock, Cruz, Ben Miller, etc.

Dismissal at 6:24 by Raphael.