

Northside High School

Meeting Minutes

Meeting Date: 07/19/2021 - 10:00am

Title: NHS Summer SIT Meeting 2 days

Location: Cafeteria NHS

I. Attendance

Team Members:

Tracey Nixon, Dillon Bunch, Jennifer Bunn, Elizabeth Fortescue, Daniel Garcia, Mike Herbert, Julie Kolikas, Cara Krajewski, Amber Searcy, Caryn Vaughan

Guests: Stalls, Bailey

II. Celebrate recent successes

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

VII. Other Business

Action Taken:

Summer SIT meeting opened with the introduction of a Teacher Advisory Committee (TAC) that will handle all school operations business (dress code changes, schedule changes, day to day activity). SIT will be dealing with only data with a focus on “analyzing student data in area to improve student outcomes through research based strategies and structured implementation”.

SIT members are as follows, and as determined by election in 2020-21 school year:

Nixon- Admin Rep

Krajewski- EC Rep and Task Manager

Garcia- Arts Rep and SIT Chair

Fortescue- ITL and Secretary

Kolikas- Guidance Counselor Rep

Murphy- JROTC Rep

Vaughan- English Rep

B. Bunn- Science Rep

J. Bunn- CTE Rep

Bunch- Math Rep

Boyd- History Rep

TAC Team Members are as follows and have been made aware of their assignment to this committee. The focus of this team is to “improve logistics and solve problems at the school level”.

Bailey- Admin Rep

Searcy- Guidance Counselor Rep

Whitehead- CTE Rep

Stalls- English Rep

Jennings- EC Rep

Wagaman- Science Rep

VanStaalduinen- History Rep

Cullipher- Math Rep

Coltrain- CTE Rep

*TAC will determine a task manager and secretary during their first meeting.

*Sometimes SIT and TAC will meet together since some goals overlap.

Determining 2021 Schoolwide Goals

SIT analyzed test scores provided from the 2020-2021 school year, and identified our strengths and weaknesses from a test score viewpoint. SIT also analyzed Math I scores from the feeder schools BES and NES.

The team determined that our Math III scores were higher in the Fall than in the Spring, but still a success. Biology was high. English II was higher than the district average. Overall, Math III, English II and Biology were successes.

The team worked in groups to determine what factors (besides covid) may have affected our test scores. Some examples of responses are listed below.

Lack of 1:1 time with students

Lack of dedication

Distractions (social media)

Lack of Prior Knowledge

Lack of Parent Support

Some students took jobs

Not prepared Socially and Emotionally

New ways of teaching

Technology issues

The team determined what were foreseeable issues for the upcoming year. Accountability and attendance were discussed.

Discussion about the need to get back on a routine. Nixon mentioned that we have 2 jobs posted right now, one being a Graduation Coach who will help keep up with attendance of students and follow that closely. Also an MTSS specialist is posted.

Discussion of teachers needing to keep their gradebooks up to date occurred a few times with emphasis on how important it is for the student to know where they stand currently, and for the parents to have a clear understanding of what the student is missing or how they are performing in class.

Discussion on how we need consistency cross our staff when it comes to make up work and how staff handles the amount of time allowed. Agreed that we need a school standard for this.

Discussed driver license waivers based on grades and how the school noticed a higher motivation and effort given by students who did in fact have their license taken/permit taken because of not passing 75% of their grades.

How will we change our story? Team worked in groups to determine ideas on how we could change our 'story' of scores

Examples of responses are below:

Improve Communication

Bring back Character Education

Teacher Involvement

Consistency

Accountability from Day 1!

Back on track

Tutoring

Support Freshmen

Homeroom check in time

Monitor Student Growth

Hall Passes

Parent Involvement

Have staff all on the same page

Hold open conversations

Not to be taken personal, this is business

The team picked 3 goals for our school year. These three goals will be our focus for PD for each of the 9 week period. The three goals chosen are listed below:

Building Student/Staff Relationships

Increasing Attendance and Student Accountability

Effective Communication/Standard Operating Procedures/ Consistency

The first 9 weeks will be focused on "Increasing Attendance and Student Responsibility"

Framework for Powerful Results- Professional Learning Cycles diagram shared.

Discussed what to include with our first learning cycle.

Panther time

PBIS-ROAR Matrix

2 Professional Articles on the topic.

Below is the weekly breakdown of activities for the first 9 weeks Learning Cycle for “ Increasing Attendance and Student Accountability”

9 weeks

Staff meeting expectations

Safe practice

Journal article send data percentages

Safe practices

Meeting

Safe practices

Journal articles

Safe practices

Data percentages

Teacher attendance was mentioned. It is important for staff to be present.

Discussion of elements of student accountability and attendance policies

Decided that grade weights need to be consistent among each department, and discussed turning in department decided grading scales to admin so they can answer the hard questions when parents call and ask.

As it stands, the tardy policy is as below:

Tardy Policy:

Verbal warning teacher to student (document)

Verbal warning teacher to student

Verbal warning teacher to student (Call home, let know that at 5 they get ISS)

Verbal warning teacher to student (Call home, let know that at 5 they get ISS)

Office referral administration / ISS (put in educators handbook)

Office referral administration / 2 ISS

Office referral administration / 3 ISS

Office referral / OSS option

Office referral / OSS option

Office referral / school counselor 4400 D3 /OSS option

updates every 9 weeks

*Form for teachers to document for each class period, that includes what action is needed for each tardy, and place to mark dates for documentation.

Absence policy

Robot call home to parents

Robot call home to parents

Teacher call- data manager sends home letter

Robot call

Robot call

Referral to Absence Committee, data manager sends home letter

Robot call

Robot call

Robot call Data manager sends home letter

per class period

Students must be in class a minimum of 50%

Dress Code Policy

Follow county guidelines with Nixon approved exceptions (will be listed in student handbook), No holes in jeans more than 3 inches above the knee. Joggers, athletic pants allowed. Leggings allowed if behind and groin are covered with either a long shirt/ shorts/ dress. "No Butts, Boobs or Bellies"

Dates

Open House: Freshmen- August 18 6:00 PM, 10-12th Graders- August 19 10:00-5:00

Senior pictures:?

Senior trip:?

Picture dates:?

Bonfire

Discussed Homecoming festivities, Keeping the Pep rally, keeping the bonfire, adding a dance and a parade in Belhaven. (dates on calendar)

Spirit Week added the week before exams in December- Holiday themed days.

Google classroom use: No word on if teachers MUST have a google classroom running, but not a bad idea for saving paper.

Whole school will be using Remind.

Staff Updates

Vaughan and Vasant are Cheer Coaches

Vaughan is also heading the BETA Club.

Kristin Vasant and her husband Ashley are heading Boosters and have a Fall and Spring fundraiser set.

Rodney Braddy and Michelle Leathers are coaching Softball.

Ole Robinett and Kevin Braddy are coaching XC

Holly Alligood and Jeniffer Woolard are SGA and they are working on getting outside games together for the students to play during lunch (cornhole etc.)

Tables have been ordered for the courtyard and for the hall by the cafeteria for students to have more options to sit.

Day 2 SIT- July 20, 2021 9 AM

Last year's 2 major discipline issues were tardies and vaping.

On day 2, SIT focused on PBIS ROAR and Panther Time.

PBIS ROAR MATRIX

Our PBIS ROAR Matrix posters are ready and will be hung in all classrooms and major areas.

ROAR is our acronym and stands for Respect, Order, Accountability, Responsibility.

When the county PBIS team comes around to see how great we are doing, all staff and students will need to know what our ROAR stands for, and also our procedures for handling discipline in the school.

This is as follows:

1st incident: Verbal Warning

2nd incident: bounce (if the student is disruptive during their Bounce, escalate to next tier)

3rd incident: Teacher Intervention (Change seat, After School Detention)

4th incident: Office Referral

For every minor incident make parent contact. Make parent contact ahead of referral so parent is aware before they get a call from the office.

Major incidences that go straight to the office for referral: Sex, Drugs, Violence.

Data from Educators Handbook gives light to patterns of location, time of day, student involvements for different issues in the building. The more data, the better.

This year, we will let it be known from day 1 that all adults in the building are to be respected.

Bailey will present ROAR to staff at Opening Meeting.

The ROAR matrix will be added to the school webpage, copy of matrix will be available at Open House.

Panther Time

Panther time is a 30 minute block added to the beginning of second block that allows remediation time for students who do not meet certain criteria of success. Students who do meet the criteria will be moved to another area while the at risk students receive extra help from their teacher.

This block will always be from 9:59-10:29, but will rotate which students are being targeted each day.

On Monday, students will go to their first block teacher, see if they have met the criteria, either stay in the room for remediation (if did not meet criteria), or go out of the room to Panther Time in the gym where free play/extra socialization is being offered.

On Tuesday, students will go to their second block teacher, see if they have met the criteria, either

stay in the room for remediation, or go out to Panther time.

Wednesday they will go to their third block teacher.

Thursday they will go to their fourth block teacher.

Friday they will go to ??? (Clubs or Homeroom?)

Criteria for going to the gym during Panther Time

Must have at least an 80% average in that class period.

Must have no ISS or OSS for that 9 week period.

Must have 0 tardies or absences in the (week period?)

Must have no missing work for that class period.

Must have no more than 8 absences.

Teachers who have planning during that day's featured class period will serve as supervision of Panther Time in the halls and gym.

Discussed how many days students have to make up work IF THEY WERE ABSENT. 3 or 5?

Discussed that we could not start Panther Time officially until the first 10 days was up because of ADM for Powerschool and being unable to put in grades in the gradebook. Decided the first 10 days would be going to their second period during that block and completing the Beginning of the Year Housekeeping assignments that need to be completed each year.

The TAC team is handling the materials to give to teachers for what to cover for each day.

SIT made a list of the 10 items that should be covered.

First 10 Days of Panther Time (always stay with 2nd period)

Day 1: Technology- Login to computer, Login to Rapid Identity, Tour the webpage, Discuss Email Etiquette. (Emails with opening and closing)

Day 2: Scheduled Fire Drill during this time

Grade Level Assemblies

Bus Safety Videos

Internet Safety- iSafe Videos

Possible County Panorama Survey

Discuss Panther time

Teach PBIS ROAR

Remind

Student Code of CONduct/ Handbook Review

Fortescue will make checksheets of each teacher's second period roster so they can check off that the tasks were completed for verifications for state purposes (iSafe, Bus Safety, Panorama etc)

For the first nine weeks, students will be allowed to go to breakfast or the gym from 8:10 (building opening to students) to 8:30 (tardy bell) to add in a socialization opportunity. (Teachers will be placed on duty spots to supervise students and keep them in the gym or cafeteria. If in cafeteria, must stay seated.) Not doing breakfast in the classrooms to start the year based on SIT discussion, but if Cafeteria numbers go down, and they need it to return, we will have to move breakfast back to the classroom.

Discussed support for senior trip.

Discussed Fortescue will be training on use of new technology (panels and laptops/touch chromebooks) by department on teacher workday week.

VIII. Next Meeting

Date:

Time:

Title:

Location:

IX. Adjourn

1:30pm