



**Sedgefield Middle School
School Leadership Team Meeting
Tuesday, January 21, 2020
4:00 – 5:00**



“Everyone Does Better When Everyone Does Better”

Sedgefield Middle SMART Goals:

- 50% of SMS scholars will be GLP on the NC EOG Reading Test.
- 40% of SMS scholars will be GLP on the NC EOG Math Test.
- 100% of SMS scholars will be GLP on the NC EOG Math I Test.
- 65% of SMS scholars will be GLP on the 8th Grade NC EOC Science Test.

Team Norms:

- Honor our commitments: Time, resources, mindset
- No cell phone or sidebar conversations
- Fixed agenda with assigned roles, tasks, purpose and goals
- Focus on solutions, not just complaints
- Agree to disagree/consensus
- Be a unified front
- Start on time & end on time

Team Roles:

- Chair: Ms. Peterson
- Co-Chair: Mrs. Bilderback
- Time Keeper: Ms. Algood
- Recorder: Mrs. Beach

Team Members Should Bring:

- SLT & School Improvement Plan Handbook

Time-Start-Stop	Agenda Item	Notes/Next Steps	Deliverable/Product
1 min.	Welcome & Greetings Part II NCStar Smart goal review		
3 mins.	Review of minutes from the previous meeting Honored Teacher of Year Updates on CSI summary report/Needs assessment/Support		

	<p>Padeia seminar/part II/support Transitions Low Performing – additional funds spent in teaching positions NCStar tasks criteria either met or ongoing Minutes approved.</p>		
<p>55 mins.</p>	<p>NC Star Part II</p> <p>C2.01 Task 1: Content teachers will hold a Map Data/Goal Meeting w/students on a quarterly basis to determine performance and goal for next MAP test. Move task to April</p> <p>Task 2: SMS Teachers will attend and participate in weekly MTSS meetings to discuss data and behavior to determine academic & behavior supports. Refers back to A4.01. Change wording to bullet out the tasks per week. Move task to April.</p> <p>Task 3: Reading, Math & 8th Grade Science Teachers will meet quarterly off campus to discuss MAP and NC Check in data to create targeted groups & plan intervention supports. Ongoing – early April date to check off.</p> <p>Task 4: Content teachers will attend weekly data meetings to discuss exit tickets, unit tests, MAP data and NC Check In data to discuss enrichment and remediation groups & strategies. Ongoing. Move to April.</p> <p>C3.04 Task 1: SMS will host a Selection Day during the winter and spring to recruit and hire new teachers. Change wording & move to</p>		

May.

Task 2: SMS will elect staff members as “Linchpin of the Month” (Teacher of the Month) for teacher recognition. **Ongoing.**

Task 3: Create an annual calendar for ongoing teacher recognition & appreciation that occurs monthly. **Ongoing. May date – teacher appreciation week.**

Task 4: SMS will host monthly new teacher support meetings that will discuss new teacher topics & provide professional development targeted for new teachers. **Ongoing. June date as meetings will be until June.**

A4.16

Task 1: SMS will visit feeder elementary school 5th grade students to show what middle school is like through various courses, electives and athletics. **Ongoing – have held PEP rally. Move date to Spring.**

Task 2: SMS will hold Principal coffees with feeder elementary schools to discuss transition topics for incoming families. **Met.**

Task 3: SMS 6th grade teachers will meet with feeder elementary schools to discuss vertical transitions & instructional supports for incoming students. **Spring – April.**

Task 4: SMS teachers will meeting monthly to plan vertically with content departments to talk about level-to-level instruction &

supports. **Ongoing.**

Task 5: Have feeder high schools come to SMS to talk about high school expectations & life in high school. **Ongoing –April.**

Task 6: SMS will hold grade level expectation meetings for rising 7th & 8th graders in the Spring. **Ongoing – April**

B2.03

Task 1: Core content teachers will meet w/EC & ELL support staff on a weekly basis to discuss & create various activities & strategies in their lesson plans to support their targeted students & support MTSS. **Ongoing. March.**

Task 2: SMS teachers will be assigned an instructional coach through the “Get Better Faster” model. Coaching & feedback times are established in the 19-20 master schedule. **Model has changed – 1st, 2nd, 3rd year teachers have Title I coaches. Ongoing. March date.**

Task 3: SMS teachers will attend weekly collaborative planning sessions with instructional support staff & administration to discuss & implement rigorous teaching strategies & AVID strategies that can be used across content areas. **Ongoing. March.**

B1.03

Task 1: SLT recorder will send out minutes from the meeting within 48 hours to the members & will post minutes on school website & PTO website. **Ongoing.**

Task 2: SLT Chair & Co-Chair will meet with principal prior to SLT meeting for that month to discuss topics for agenda. **Ongoing & change wording.**

A1.07

Task 1: SMS will create a documentation tracking system for behaviors documented & not documented by referrals. **Ongoing/March.**

Task 2: SMS scholars will be informed of the monthly PBIS incentive along with behavior, attendance &/or academic expectations during homeroom classes, hallway flyers & during morning SNN broadcast. **Ongoing.**

Task 3: SMS teachers will employ effective classroom management through the coaching process provided from the “Get Better Faster” framework. **Ongoing.**

Task 4: PBIS incentives will be implemented schoolwide on a monthly basis for students exhibiting positive character & behavior & perfect attendance during a specific amount of time. **Ongoing February**

C3.04

Task 1: SLT will review a new process for selection day during the school year to recruit & hire new teachers. **Ongoing.**

Good school improvement can be ongoing.

