



**Sedgefield Middle School
School Leadership Team Meeting
Tuesday, September 10, 2019
5:00 – 6:00**



“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 1 Test.
- 65% of SMS students will be GLP on the 8th Grade NC EOC Science test.

<p>Team Norms:</p> <ul style="list-style-type: none"> • 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 	<p>Team Roles:</p> <ul style="list-style-type: none"> • Chair: Ms. Peterson • Time Keeper: • Recorder: 	<p>Team Members Should Bring:</p> <ul style="list-style-type: none"> • SLT & School Improvement Plan Handbook
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Time-Start-Stop	Agenda Item	Notes/Next Steps	Deliverable/Product
1 min.	Welcome & Greetings – communicate time change to make earlier since we are early school.		
2 mins.	Review highlights-EOY SLT minutes Review: Smart Goals-represent double digit gains from 18-19 School year, Team Norms – no changes/adjustments NCStar goals reading, math & science. Better communications with Health Team. Increase Parental involvement: collaborative planning, formal assessments all strengths, community partnerships.		

	FOCUS: MTSS where students are & provide adequate supports		
20 mins.	<p>SLT Leadership Structure/Bylaws</p> <p>Distributive leadership among all stakeholders in school.</p> <p>4 functions:</p> <p>Facilitate involvement of school community & development of SIP</p> <p>Encourage, support and create opportunities from parents in community – all working together.</p> <p>Contribute to design of SIP</p> <p>Monitors effectiveness of SIP strategies – monthly update & data. What goals that we are working toward?</p> <p>Member makeup, frequency of meetings & times of meetings.</p> <p>ByLaws: membership responsibilities; attendance requirements-no missing more than 2 meetings, election requirements – depts. & grade levels. Need someone from EC department; ESL dept. Arellano conflict now, may have another ESL teacher after 20 day attendance count.</p> <p>FAC conducts leadership meetings.</p> <p>Leadership Positions: Chairperson; Co-Chairperson; Recorder; Timekeeper; Team members.</p> <p>Chair: nominations – Ms. Peterson</p> <p>Co-Chair: Molly Bilderback</p> <p>Motion made & seconded – consensus.</p> <p>Timekeeper: Ms. Algood. Motion made & seconded – consensus.</p> <p>Recorder: Ms. Beach motion made & seconded – consensus.</p>		
20 mins.	<p>SIP goals: School report card moved from F – D school. Letter to go home with scholars in a letter 9/10/19.</p> <p>Targets identify through smartgoals to move from a D to a C school.</p> <p>CMS Trio documents shared with staff. Vision mission & strategic plan, instructional goals.</p> <p>1. The CMS way is & be in alignment with CMS vision & mission.</p> <p>*All 177 schools look for same 4 goals:</p> <p>Component 1: Consistent opportunities to work on grade appropriate assignments.</p>		

Component 2: Strong instruction where students do most of thinking in lesson.

Component 3: Deep engagement & learning.

Component 4: Teachers who hold high expectations for students & believe they can meet grade level standards.

PD aligned with these components.

All spending align with these components. Evaluate decisions based on alignments.

2. What matters most – highlights core values in district. 2024 strategic plan, equity & culture

Two strategies A. Focus on core B. Focus on performance.

A. Student, Teachers, Content

B. Build on strengths, adopt new ways of working, measure our progress.

3. We are Ready.

Graduates aspirations: Independence, evidence, effective collaboration, think & reason logically, respond to demands, strong content knowledge, technology & digital media; comprehend & critique, skills & knowledge; meaning & purpose in the arts.

SMS Instruction Excellence Cross Walk: NCStar, AVID, CMS IELF's A2.04 Instructional teams develop standard-aligned units of instruction for each grade level & subject.

A4.01 School implement tiered instruction system.

A4.06 All teachers attentive to scholars' emotional states & guide in emotion management & support/intervention.

B3.03 Principal & admin. Team monitors curriculum/classroom instruction regularly & timely, clear, constructive feedback to teachers.

E.1.06 Regular communication with parents/guardians about school expectations & curriculum importance at home – what parents can do to support children's learning.

SMS Goals: As low performing school state requires 12 NCStar indicators. First five from district/last seven from state. Add actions to those that have been completed. Parents will be given guest password to

	<p>access NCStar. Coaches: Sharon Fink, District, NCStar support & State level auditor as well. Mr. Turner & Ms. Eldridge editors of NCStar. Indicator – from state. Actions – how SMS is going to accomplish & documentation. State required goals: Duty Free Lunch; Duty free instructional planning time for teachers; bullying prevention. Actions Report contain indicators that have to be addressed. Goals & actions align with SIP & Smart Goals. E 1.06. MTSS support 2nd & 4th Wednesdays of each month parents will be notified. Ms. Sherer. SIP addressed every 30 days. Comprehensive plan uploaded by district is on school website.</p>		
12 mins.	<p>School Safety Plan – staff reviewed & draft sent to learning community; learning community provided feedback, will share with SLT team. Approved by learning community.</p>		
4 mins.	<p>Review annual calendar- updates of member names, emails for SLT members. SIP draft to be available for Learning community. Need one more September meeting.</p>		
1 min.	<p>Closing Remarks-9/17 4 p.m. until finish next meeting – devote to NCStar goals. 10/8 4 p.m.</p>		