

Lincolnton Middle School



"Success for all"

SIT Minutes: October 26, 2022

Agenda Item	Details
SIP	<ul style="list-style-type: none">● Review 5 selected Indicators<ul style="list-style-type: none">■ Oakes and Rowe have worked on the description of the Indicators and what they will look like when “fully implemented”.■ SIT Team members were given the opportunity to contribute ideas related to implementation with action steps to achieve the goals outlined prior to this meeting. Thank you to all who contributed.■ Indicators were reviewed and feedback provided.○ Assign dates○ Assign monitoring responsibility<ul style="list-style-type: none">■ Goal - to restructure how SIT functions and provide many voices to be heard in the process.■ Indicator A 4.05 - Monitor: Jana White■ Indicator B 2.04 - Monitor: Allison Rhyne■ Indicator B 2.06 - Monitor: Casey Oakes■ Indicator C 2.01 - Monitor: Heath Barkley■ Indicator C 3.04 - Monitor: Sarah Newton■ NCStar Process Manager: Casey Oakes<ul style="list-style-type: none">● This is a “living” document and updates can be made throughout the process.○ Vote to approve plan to School Level<ul style="list-style-type: none">■ The SIT Team agreed to send this to the LMS staff for a vote. Oakes will send out an email with a voting form. Responses are anonymous.

SIT Advisory
Items

- Student Confidentiality
 - Avoid using names of EC/504 students in e-mail, us PS#
 - **NO Names - Use PowerSchool number only for confidentiality and legality issues.**
- Attendance
 - Late arrivals are being recorded by office staff, Cut off breakfast at 7:45?, Late slips from cafeteria
 - **Bus 85 second load is still running late most mornings with about half the load eating breakfast each morning. A new driver assignment may resolve this issue in the next few weeks. There are several 8th grade students that have been helping with cleaning the tables and sweeping the floor. They are usually out of the cafeteria by 8:00. Names of student helpers will be shared with the team teachers.**
- Cleanliness of Classrooms
 - Being addressed, continue to send concerns directly to Rowe
 - **Thank you for sharing this information; please continue to do so.**
- Dance Concessions
 - Will add more tables/garbage cans, can't restrict students from partaking
 - **We are glad to see so many students participating in this activity and will make adjustments to meet the increase in student numbers.**
- Summer Bridge
 - Allison will send out updates to those involved, having to look at remaining budget and options
 - **Summer Bridge program was the "targeted" invite for 6th grade students over the summer. Rhyne is creating a plan and checking on funding. Updates and options are coming soon.**
- Family Night
 - Plan shared out on Friday, any questions still out there?
 - **Check with your grade level about the need for table availability and share with Pruitt who will coordinate the number and location of the tables.**
 - **Students will receive a "bookmark" at the sign-in table. They will receive a "stamp" on their bookmark as they proceed through the stations. Stamps and stamp pads will be distributed to stations.**

Open Floor
Items

- Other items from the floor?
 - **Picnic** - 8th grade wanted more detail on class schedule adjustments. They will be receiving additional information from Rowe. No Costumes!
 - **Second Load** - Request to change the bell to 3:10 rather than 3:15. Report to the cafeteria at 3:10. Increase in bus drivers - thank you!
 - **ALC** - For repeat offenders - is the Flow Chart being followed with time served and “earning” their way back to class? Do administrators see the “minor” offenses and if there is a request that the student speak to an administrator or does an additional email to administration need to take place? Gussie sees all the minor offenses and will let administrators know HOWEVER, it would be helpful to have teachers send an email directly to administration when this type of request is made.
 - **Testing Feedback** -
 - Please have all testing site decisions and modification information to teachers one week prior to testing. This allows teachers and administration to work out any issues and prepare students for their testing site destinations.
 - Areas of Concern - Overlap between grade levels in the cafeteria, hallway transitions (students leaving cafeteria, one grade level going to electives and one grade level returning from electives at the same time) and multiple grade levels with Gann, McGill and White. Need to adjust the flow to provide smaller numbers transitioning and allow for better monitoring,
 - Questions -
 - **Should we stop testing at 10:30 rather than 10:45?**
 - Math typically needs the additional time for testing.
 - **Should we keep the same modification groups from year to year?**
 - Starting fresh each year is much easier than trying to make corrections later in the year. Less stress for those involved.
 - **Why did the schedule change from last year?**
 - Always trying to do what is best for the students. Feedback will be shared and discussed among administration.
 - **Internal Lockdown on Testing Day?**
 - Schedule designated by county plan rather than the school.

	<ul style="list-style-type: none"> ○ Student in the bathroom during lockdown wanted clarification on what he should do - hide in the bathroom or attempt to make it back to a classroom when he is “finished”? <ul style="list-style-type: none"> ■ Door magnets will be placed on the teacher workroom door as with all classrooms. This may provide the students with access to an additional safe location near the bathrooms. Students know how and why to use the magnets.
Professional Development	<ul style="list-style-type: none"> ● Workday on November 8th <ul style="list-style-type: none"> ■ Time and location of PD will be sent to staff when available. ○ Schoolwide academic vocabulary program workshop, open to anyone wishing input <ul style="list-style-type: none"> ■ Vocabulary issues within the school and on assessments; the need to “build back language”; understanding what is asked of our students ○ K. Eaddy doing Trauma & Response to Trauma session in January ○ Any other topics of interest for a TEDxLMS session? <ul style="list-style-type: none"> ■ Please send topics of interest to Oakes and let him know if you are interested in leading a session.
Family Nights	<ul style="list-style-type: none"> ● Fall Family Night-November 2 <ul style="list-style-type: none"> ○ Campfire Stories! <ul style="list-style-type: none"> ■ Todd needs 4 rocking chairs - if you have one in your classroom and are willing to share, please let her know. ■ If you have any special needs, please share with Pruitt and she will coordinate to the best of her ability.
Title I Updates	<ul style="list-style-type: none"> ● Parental Involvement Policy <ul style="list-style-type: none"> ○ This will be sent home with report cards next week. It is also on the school website. ● Parent’s Right to Know <ul style="list-style-type: none"> ○ This will be sent home with report cards next week. It is also on the school website. ● School - Parent Compact <ul style="list-style-type: none"> ○ This was distributed to parents prior to Parent Teacher Conferences on October 5th. It is also on our school website.

	<ul style="list-style-type: none">● Parent Advisory Council<ul style="list-style-type: none">○ Rhyme is speaking with potential members.
Closing	<p>Next meeting date- November 30, 2022</p> <ul style="list-style-type: none">● Welcome to our new parent representatives. Thank you for supporting LMS!<ul style="list-style-type: none">○ Monique Alexander○ Barbi Dellinger