

**Sullivan Middle IB**  
**1825 Eden Terrace, Rock Hill**  
**South Carolina 29730**

**School Improvement Council Meeting Minutes**

Tuesday, January 15, 2018

5:30 – 7:00 p.m.

Casa Maison

**Members Present:**

Sullivan Middle School, School Improvement Council met this date at 5:30 p.m. with members present as follows: Kelly Scott, SIC President; Graham Thomas, 6<sup>th</sup> Grade Assistant Principal; Shana Hannibal, 7<sup>th</sup> Grade Assistant Principal; Gwendolyn Lindsey, 8<sup>th</sup> Grade Assistant Principal; Holly Stuart, teacher; Tricia Crenshaw, teacher; Donna Mack, teacher; Adam Salisbury, teacher; Rebecca Shackelford, IB Coordinator; Rev. Suzanne Ringer, Community Member; Laura Lawson, parent; Joe Mosier, parent; Natisha Grandjean, parent; and Mona Letigio, SIC Secretary/parent. Mrs. Kelly Scott called the meeting to order to discuss the following agenda:

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| 1. Welcome Back and Introductions                                   | Mrs. Kelly (5 min)  |
| Intro New Community Member – Rev. Suzanne Ringer                    |                     |
| 2. Approve last month's meeting notes                               | Mrs. Kelly (1 min)  |
| 3. Announcement   | Mrs. Kelly (5 min)  |
| 4. School News  | Mr. Roldan (35 min) |
| a. Academics: Focus of 3 <sup>rd</sup> Quarter                      |                     |
| b. SC School Report Card (Results and Explanation)                  |                     |
| c. Student Life   |                     |
| d. Guidance   |                     |
| e. Teacher Status Update (Mr. Roldan and SIC Teachers)              |                     |
| 5. Review Goals for year 2018-2019                                  | Mrs. Kelly (3 min)  |
| a. Communication to and from school 20% opens FF/10% PTA membership |                     |
| b. Health and Wellness (one event held in fall and one in spring)   |                     |
| c. Canvas (Learning Management System) (one even held last year)    |                     |
| 6. Questions/Open Discussion  | Group (5 min)       |
| 7. PTA Update   |                     |
| 8. Set next meeting date (Feb. 19)                                  |                     |
| 9. Adjourn  |                     |

**Welcome Back and Introductions – Mrs. Kelly**

Mrs. Kelly welcomed everyone especially the new Community Member, Rev. Suzanne Ringer and new Teacher Member, Ms. Tricia Crenshaw (was welcomed in the middle of the meeting). Rev. Suzanne Ringer is an Associate Minister of Music and Community Involvement for Oakland Baptist Church and Ms. Tricia Crenshaw is an 7<sup>th</sup> Grade Science Teacher. Every member of the SIC introduced themselves one at a time for the new members.

Mrs. Kelly stated that Sullivan is starting up a partnership with Oakland Baptist Church. The church has been actively involved in various school activities such as Adapt-a-Teacher Program, church uniform distribution of which all middle schoolers benefited from the event as well as the Choir provided some hoodies at Christmas time for some of our students in need.

**Approve last month's meeting notes – Mrs. Kelly**

November meeting notes was approved.

## **Announcement – Mrs. Kelly**

Sullivan is celebrating last week's winnings: Academic Team won all their matches and most of Sullivan's sports teams won their games. Furthermore, Sullivan School Improvement Council named 1 of 11 schools in the state of South Carolina to the SC-SIC Honor Roll for the significant efforts to foster civic engagement in public education. These Honor Roll SICs will continue in the running for SC-SIC's annual Dick and Tunky Riley Award for 2019.

## **School News**

### **a. Academics: Focus for 3<sup>rd</sup> Quarter – Measurable Outcomes**

Mr. Thomas mentioned that the focus for 3rd Quarter is measurable outcomes. The school district is preparing a benchmark testing for all middle schools to take at the end of the 3rd quarter to kind of see where we are and to make sure that we are on the same page and path. There is still discussion about how to go about this process and if Mastery Connect will be used to go forward. Ms. Shackelford added that the benchmark will give a very distinct path for the last quarter going forward. This is for every student to know what they should know by now and identifying the areas that are a little lacking so they have the last quarter to fill up those gaps. The main goal of benchmarking is to identify students' academic strengths and weaknesses and use that information to guide future instruction, and support success on the latter. Mrs. Kelly asked if benchmark testing will be given in English for the immersion students especially since they are learning their academic instructions in other languages. Ms. Shackelford responded that the test will be done in English since all other state testing is in English and just to kind of mirror all the other SC Ready tests. In addition, Mr. Thomas explained that the immersion teachers were getting together and talked about making sure that students are learning their vocabularies from English to Spanish, Spanish to English as well as those who are in French classes just to ensure that they have the understanding of the instruction in English.

### **b. SC School Report Card (Results and Explanation)**

According to Mr. Thomas, the SC School Report Card is now available and can be viewed online at the State Department of Education website. The overall score for Sullivan last school year was unsatisfactory with the number score of 24. There were eight areas that were looked at and three of them were not rated because the school did not get the right data to assess these areas. On the other hand, two areas were rated average, Academic Achievement and Preparing for Success, while areas in English Learners' Progress and School Quality were rated below average. Areas that were detrimental to the overall score will be assessed to improve score next school year. Based on what the school is doing with the data report, there will be some better results next year. For instance, the Literacy plan is in place for all teachers and all students will be placed in help for the subject they need help in during Enrichment time. This process started last September to make sure that no missing students with gaps will be left behind and students that are performing well will be pushed further.

The most integral part is that teachers will get a snapshot of their students' weekly assessment through the system, Mastery Connect, and when teachers are seeing the gap, they are filling it. This is not only for teachers to be mindful of their students' progress in looking at the data, but also for students to be mindful of their own academic success. Teachers are meeting during their PLCs to discuss the data, talk about their individual students, and share ideas and tools on how to work with their kids to fill in the gaps. Teachers are collaborating across all levels to ensure that there will be an increase in the academic growth.

In continuation, Ms. Shackelford discussed the lack of parent involvement in giving inputs through the Parent Surveys which was another reason that the school got a low score and that she was asking the SIC help to address this matter to find some avenues to get those surveys turned in. This will occur in May for the 8<sup>th</sup> grade

students and parents. Mrs. Kelly asked how the school is doing with this current school year survey since there was one sent out towards the end of last year. Ms. Shackleford and Mr. Thomas replied that those were different surveys, AdvancEd, and that the state one which is coming up this May is a bigger area. The results of the AdvancEd parent survey were very minimum and that a lot more needs to be done. Suggestions were brought up such as having the survey done in various ways and formats (online, paper, etc...). Hosting events of parents' interest that could encourage them to come and take the opportunity to give feedbacks using the parent survey.

Backing up on the Mastery Connect assessment that were given, Ms. Stuart further explained that 8<sup>th</sup> grade Science started using the system on Tuesdays, giving content (teaching) on Mondays, Tuesdays, and giving exit ticket to see a snapshot of what the students know, and then a quiz on Friday. This will help students have a visual of where they are at and what are the things they need to study to get ready for the test. Mrs. Kelly asked if there are other ways that parents can encourage their kids to be a positive help towards this progress. Ms. Stuart in reply that explaining to students the reason why such assessment is in place, helping them to take ownership of their learning, and learn that they have the responsibility that they have the ability to seek out information, and ways of studying that works for them. Teaching students that there are a lot of ways to learn and they need to find that way that works for them.

### **c. Student Life**

Ms. Hannibal updated the group about the different student life activities going on in school. Basketball and wrestling season were wrapping up and there are only a few weeks left to go then will be moving on to track season. Different clubs are still going on including Academic Challenge of which they won last week. There was an in-school basketball game last week and one coming up next week. Some schedules were moved and that Mr. Thomas will make sure that corrections will be made in the school newsletter. Everyone is readjusting coming back from the break. Details for Immersion Parent Night and Rising 6<sup>th</sup> Grader will start coming out soon.

### **d. Guidance**

Ms. Lindsey discussed about the up coming schedules for the 8<sup>th</sup> grade students as they prepare for their Individual Graduation Plan (IGP). Schedules are as follow:

ATC Winter Fest  
Thursday, January 17<sup>th</sup> 2019 from 4:30 – 7:30 p.m.

Rising 9<sup>th</sup> Grade Parent Orientation Night  
@ Student School zoned High School  
Thursday, January 24<sup>th</sup> 2019 @ 6:30

8<sup>th</sup> Grade Individual Graduation Plan (IGP)  
Thursday, January 31<sup>st</sup> 2019

8<sup>th</sup> Grade Job Shadowing Day  
Friday, February 22<sup>nd</sup> 2019

Ms. Lindsey continued that back before the holiday break, students were provided an opportunity where guidance counselors came in and reviewed the South Carolina clusters. Students were asked to choose a career and then identify the different clusters that would fall into that category. After choosing that career pathway, the students are going to link that to some activities not only for their high school years but for some other activities throughout their 8<sup>th</sup> grade year. ATC Winter Fest is a great opportunity for students and parents to acquire information about the different courses that ATC offers. IGP packet that includes student Report Card, PSAT Score, Job Showing Day form, IGP invitation with student scheduled time and a return slip to confirm scheduled time, course checklist, and a High School Course Catalog 2019-2020 were send home last Friday, January 11<sup>th</sup>.

Translators will be available to assist parents as needed. During this time, parents should park at the teachers parking and come through the front office to check-in. Junior Civitans will serve that day to escort parents. Original schedule copy of the course selection sheet and other academic records will be given at this point. Course selections, processes, and procedures will be discussed. Moreover, all 8<sup>th</sup> grade students are expected to go Job Showing. Transportation will not be provided. More detail will come. If students do not go, the school will provide a direct or virtual learning experience for them. There will be a practice session before that. Key things to remember that students cannot shadow at the secondary schools because of close ages but can go down to elementary if pre-arranged.

#### e. Teacher Status Update

Note: Not much done because school just started after the break.

6 <sup>th</sup> Grade – Ms. Donna Mack	7 <sup>th</sup> Grade – Ms. Tricia Crenshaw	8 <sup>th</sup> Grade – Ms. Stuart
<p>Curriculum Focus:</p> <p><u>Science</u></p> <ul style="list-style-type: none"> <li>✓ Working on Electricity Unit</li> <li>✓ Doing a lot of labs dealing with electricity</li> </ul> <p><u>Math</u></p> <ul style="list-style-type: none"> <li>✓ Working on Decimals and Percent Unit</li> <li>✓ Literacy book reading, “If the World was a Village.” Connecting the story to the lesson.</li> </ul>	<p>Curriculum Focus:</p> <p><u>Science</u></p> <ul style="list-style-type: none"> <li>✓ Working on Cell Unit.</li> </ul> <p><u>Math</u></p> <ul style="list-style-type: none"> <li>✓ Teachers will be meeting to discuss their literacy Math focus.</li> </ul> <p><u>Math Tutor – Mr. Thomas</u></p> <ul style="list-style-type: none"> <li>✓ Math tutors will be available to assist students who needed the most.</li> <li>✓ This will an afterschool program and snacks will be provided as well as transportation.</li> <li>✓ Potential tutors will be retired school teachers and people who are math certified.</li> <li>✓ ESOL students will also have support.</li> </ul>	<p><u>Science</u></p> <ul style="list-style-type: none"> <li>✓ Working on Earth System Unit</li> </ul> <p><u>ELA</u></p> <ul style="list-style-type: none"> <li>✓ Working on Informational Text</li> </ul> <p><u>Social Studies</u></p> <ul style="list-style-type: none"> <li>✓ Civil War Era Text</li> <li>✓ Focusing on issues of Freedom</li> <li>✓ Thinking globally, but working locally</li> </ul> <p><u>Math</u></p> <ul style="list-style-type: none"> <li>✓ Integers</li> <li>✓ Looking at different texting and data plans</li> <li>✓ Applying classroom knowledge to the outside environment through texting and data plan analysis activities.</li> </ul> <p><u>Enrichment</u></p> <ul style="list-style-type: none"> <li>✓ Utilizing Enrichment time to help students on their various academic needs by placing them in their corresponding groups.</li> <li>✓ Focusing on student gaps in improving areas that student needs.</li> <li>✓ Improving student literacy skills through the lens of the content area.</li> </ul>

#### 5. Review Goals for year 2018-2019

- Communication to and from school 20% opens FF/10% PTA membership

- Per Mr. Thomas, on average about 2,500 people viewed it, 830 students but emailed to about 1,200 email addresses
  - Encouraging in coming 6<sup>th</sup> grade to be on board
  - Planning to send Falcon Flyers through the Rock Hill app – Mr. Thomas
- b. Health and Wellness (one event held in fall and one in spring)
- We reached out to the Winthrop Nutrition Department to have grad students to hold a mini-health fair to work with the P.E. department. Winthrop students came last fall and will come back this spring.
  - Last year there was a Field Day but not sure if it will be called the same thing this year.
  - There is still a possibility that the school will hold another Field Day this year.
  - Asthma Awareness as part of Health and Wellness program. Everyone should be aware and mindful of the many triggers for asthma attack such as but not limited to excessive spraying, strong scented lotions, etc...
- c. Canvas (Learning Management System) (one event held last year)
- SIC held a Canvas Lunch and Learn last year
  - Will be planning to have another one in the beginning of the school year.
  - Any tech support, the New IT personnel will be a great contact.
  - What we can do this year is more promotion by email and social media to parents about how to use Canvas to support student learning

## **6. PTA Update – Ms. Laura Lawson**

- Adventure Air Spirit Night coming up January 30<sup>th</sup>, from 5:30 to 7:30.
- Soup-er Bowl Lunch for teachers will have soup, sandwiches, and desserts.
- Krispy Kreme Fundraisers just got approved, Feb. 1<sup>st</sup> to the 11<sup>th</sup>. There will be an incentive for the teacher who got the most cards purchased.
- Hickory Tavern Spirit Day will be 21<sup>st</sup> of February, all day.

## **7. Questions/Open Discussion**

- Safety concerns on the Caswell St. during drop-off and dismissal time. Suggestion that parents can no longer park and let student cross over. Mr. Thomas attempted to resolve the issue but as long as parents are park legally on the street, we cannot let them.
- 8<sup>th</sup> Grade Graduation is a formal occasion and that students should be dressing more formally for the event. For example, boys a suit or at least button down shirt and tie with khakis and for girls a dress or top and skirt or business like formal. Suggestions to have formal clothes donation/collection for students who do not have to accommodate students in need.
- PBIS – still using the incentive card to earn rewards. Teachers are encouraged to take advantage of catching good behaviors and recognizing them. There are still some challenges and parent support is greatly needed. Suggestion to have a PBIS Parent Night so parents will know what goes with this program. Send out informational flyers. Encourage parents to get involve and reach out to their kids and check how their day goes. This is planning item goal for 2019-20.
- Mr. Salisbury is trying to encourage parents to join the PTA. He brought up a previous sports/events incentive cards program that would attract families to watch games and other events.

**10. Set next meeting date February 19, 2019 at 5:30 – 7:00.**

**Meeting adjourned at 6:37 p.m.**