

School Improvement Team

Meeting Notes

Date:	Apr 22, 2025
Time	1:00 PM
Location:	Virtual Meeting
Attendees:	<ul style="list-style-type: none"><input checked="" type="checkbox"/> Fermandi Dyson, Principal<input checked="" type="checkbox"/> Krystle Coles, Assistant Principal<input checked="" type="checkbox"/> Chiquita Boyd, Assistant Principal<input checked="" type="checkbox"/> Akia Jackson, Teacher Rep<input checked="" type="checkbox"/> Tanya Evans, Teacher Rep<input checked="" type="checkbox"/> Paris Harrell, Staff Rep<input checked="" type="checkbox"/> Shawanda Jones, Teacher Assistant Rep<input type="checkbox"/> Gatina Jenkins, Parent Rep<input checked="" type="checkbox"/> William Phillip, Teacher Rep<input type="checkbox"/> Karmika Jackson, Parent Rep<input type="checkbox"/> Julia Glapper, Parent Rep<input type="checkbox"/> Jahaira Payano, Parent Rep<input type="checkbox"/> Shamika Simon, Parent Rep<input type="checkbox"/> Jahaira Payano, Parent<input type="checkbox"/> Shantoria Shaw, Parent Rep

Call to Order

The meeting was called to order by Tanya Evans, Chair.

Review of SIT Norms

Tanya Evans, Chair - Principal Intern reviewed the norms, which include:

1. Begin and End on Time
2. Honor the Agenda
3. Solution Oriented
4. Use Reaction Button to Raise Hand to Speak
5. Work Collaboratively
6. Share the Vision
7. Parking Lot

Principal's Report

Fermandi Dyson, Principal - gave Principal updates

Main Discussion: Non-Athletic Stipend for 2024-25

- **Context:** The non-athletic stipend for the 2024-25 school year is determined by the SIT

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this year, as opposed to the previous practice of having the FAC determine it.

- **Previous Recipient:** Last year, Mr. O received the stipend for performing duties beyond his regular job requirements, such as DJ-ing school events, creating the school yearbook, and taking event photos.
- **Nomination Process:** The SIT must identify two individuals for this stipend.
- **Amount:** The stipend amount for the Metro School/Secondary School category is \$1500.

Nomination Process

- **Principal Dyson's Reminder:** The team was reminded to nominate individuals who have gone above and beyond their regular job descriptions.
- **Nominees:**
 - **Shawanda Jones (TA Representative)** nominated Ms. Strong, Mr. Lee, and Ms. Paris.
 - **Principal Dyson's Response:** Ms. Jones was asked to clarify how these nominees had gone above and beyond their job descriptions. Principal Dyson also pointed out that Mr. Lee, being a Teacher Assistant, is ineligible for the stipend and directed the Chair to review the eligibility list.
 - **Ms. Jones' Response:** She acknowledged that the nominees were supportive, but she could not provide further clarification.
 - **Paris Harrell:** Suggested Ms. Strong for coaching the basketball student/staff game. She also asked if Principal Interns were eligible.
 - **Principal Dyson's Response:** Principal Interns are eligible as teachers but must ensure their duties are not part of the internship requirements.
 - **Tanya Evans' Response:** She indicated that she did not believe she would be eligible as her extra duties stemmed from her internship.
 - **Ms. Harrell** also suggested **Maureen Fredo** for her initiative in securing the Build-A-Bear Grant and for her visits with students after school.
 - **Assistant Principal Coles** nominated Mr. O again, citing his continuous support for school events, such as DJ-ing the Back to School Meeting, creating the school yearbook, and taking photos at the staff holiday event.

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- **Principal Dyson's Comment:** This nomination was an example of continuous support.
- **Brad Phillips** agreed with the nomination of Mr. O in the chat.
- **Assistant Principal Boyd** seconded the nomination for Mr. O and also nominated **Paris Harrell** for her work with the Best Buddies initiative, her support with the student service team, and her involvement in various extra events outside of her job description (e.g., the Gala, 2nd Harvest event, Holiday Event, Morning News, Staff Appreciation).

Voting Results

- **Mr. O:** 7 Votes
- **Ms. Maureen Fredo:** 1 Vote
- **Ms. Paris Harrell:** 7 Votes

Assistant Principals' Report

Chiquita Boyd, Assistant Principal

- **Assistant Principal Boyd: Reported no Title IX incidents to report.**

New Business/Old Business

Krystle Coles, Assistant Principal

- **Assistant Principal Coles:**
 - New/Old Business: Discussed drafting the SIP (School Improvement Plan) for the 2025-26 school year.
 - April Deliverables:
 - Identifying the top 3 focus indicators out of 12 total indicators.
 - Focused on improving Family/Parent Engagement, including enhancing the effectiveness of Parent Square and supporting teachers in sharing strategies with families.
 - Continuing successful events like Parent Roundtable, Lunch & Learn, and

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the first Gala event, with plans to build on participation.

- Continued focus on the coaching plan (tiered instruction system to support teachers) and the BTSP (Beginning Teacher Support Plan) at Metro School.
 - Continuing improvement initiatives like Workshop Wednesday, Learning Walks, and strategies to improve classroom instruction.
 - Focus on Social-Emotional Learning (SEL) for students and staff, providing more lessons to teachers through student services.
 - Continuation of CKH (Capturing Kids' Hearts) strategies and building the "Champions" framework.
 - Ongoing support for classroom management skills for teachers.
- Open Discussion on Proposed Focus Indicators for 2025-26
- Assistant Principal Coles opened the floor for team members to discuss their thoughts on the proposed 3 Focus Indicators.
 - *No team members provided feedback or suggestions for further consideration.*
 - Therefore, Assistant Principal Coles requested that the team reach out to herself, Principal Dyson, and/or Tanya Evans (Chair) if any feedback or suggestions arise before the deadline.
- May Deliverable: To determine 1-2 high-leverage action steps for each of the three focus indicators for the 2025-26 school year.

Next Meeting: The next SIT meeting is scheduled for **May 27th** at 1:00 pm.
(A backup date of **June 10th** was proposed due to May testing conflicts)

Adjournment: Meeting adjourned at 1:32pm

Minutes prepared by Akia Jackson, Recorder