

# Metro School SIT Agenda

9/19/2023

1pm

## Attendance:

- Attendance Link: [Link](#)
- Attendance link was shared by Ms. Dyson in the chat box.

## SIT Norms - Ms. Coles reviewed norms as Mr. Guice was absent due to a student emergency.

- Review norms.
  1. Begin and End on Time.
  2. Honor the agenda.
  3. Solution Oriented.
  4. Use the reaction button to raise your hand to speak.
  5. Work Collaboratively.
  6. Share the vision

## Principal's Report- Ms. Dyson

- Assistant Principal, Chiquita Boyd
  - Mrs. St. Pierre retired from CMS on 9/1/2023. Usually, the school would create a profile for the new assistant principal and go through the interviewing process. Feedback is usually given from all stakeholders, This process was different this time as the district appointed Ms. Boyd to Metro. She comes with over 17 years of experience and started as of 9/18/2023. She is welcomed by all and excited to be with Metro. (She was not present for the meeting, but will join in the future).
- Teacher and Teacher Assistant Professional Development 23-24
  - [Staff Feedback Form](#)
  - Ms. Dyson shared a link that was shared with the staff on professional development teachers and teacher assistants filled out. The feedback helped shape the school's professional development plan for the school year.
- Teaching and Learning
  - Observation and Feedback
  - Observation and feedback was an area on the Insight survey that needed improvement or a closer look at by the administration team. Teachers stated that they would like more feedback on how to get better. As part of that, the Teacher Bundle was created and improved. This year, more reflection opportunities have been incorporated. As of 9/15, teachers completed a video recording of them teaching a lesson using the Swivl technology. This will be used as a way to monitor growth. We will also continue walkthroughs done by the ILT team.
- [OSTT- Out-Of-School Time Tutoring](#)
  - OSTT is new to Metro this school year. It is provided throughout the district. It is an opportunity for tutoring to occur during the day. It can be held virtually or in-person. Metro would like to go with the in-person approach. Students will receive extra support

in Math and ELA. Metro is still ironing out details. The site coordinator for this program is Ms. Lakeishia Strong. The tutoring will hopefully take place during the Academic Enrichment time on the schedule.

- Student Showcase Sep 28, 2023 - Ms. Dyson explained the event. Dinner will be served during this event.
  - Title I, PTA, SSPLC, Curriculum
- Fall Festival Friday, October 27, 2023- Ms. Dyson explained the event.
- Charlotte Children's Classic Charity Tournament, Monday, October 30, 2023
- Title I and CSI Designation and Funding Feedback- The google link was shared for parents to fill out and provide feedback on funding and how it is used for Metro from Title I and CSI funds. Ms. Coles shared the link in the chat.
  - [Feedback Form](#)

### **Assistant Principal's Report - Krystle Coles**

- Update on Attendance Plan
  - Ms. Coles submitted the attendance plan during the first week of school. She got feedback on needing to change a few vocabulary words and making sure to name certain people responsible. The attendance plan will be shared with parents during the Student Showcase on September 28th.
- [Title I Parent Engagement Allocation Form](#)
  - Ms. Coles reviewed the Allocation Form. Metro has allotted about \$6,000 for Parent and Family Engagement Activities. Activities include the Student showcase and parent workshops provided quarterly by the Student Services team. A survey will go out to gain insight on what parents would like to see.
- [School Compact Form](#)
  - The school compact form was reviewed. Copies were sent out for parents to sign with the beginning of the year packets. More copies will be provided at the Student Showcase night on September 28th.
- [School/Parent Engagement Plan](#)
  - Ms. Coles showed and reviewed the plan with the school improvement team. Ms. Coles explained that a copy will be in the Title I compliance folder.

### **New Business**

- New indicators and action steps- CSI/TSI Designation- Ms. Coles showed the new indicator- D1.03 that is assigned to Metro because of the CSI designation. She also reviewed the action step on the Indistar Platform.
- Ms. Coles did note that we are in need of more parents to sign up for SIT. She sent out a flyer on Parent Square and would continue to reach out. We need to be in compliance by October 5th.
- SIT Indicators/Action Steps
  - CMS Goals
  - Data for work session
  - Metro Indicators/Action Steps

**Old Business- No old business.**

**Resources:**

- School Improvement
  1. [Title1 and TSI Indicators](#); Log in to “Set Direction” in [Indistar LTS7087](#), p5YR and review [Our Goals](#); [NCStar Key Indicators](#).
  2. **How To Sign A Google Doc** ([video](#) for members to sign)
  3. [SIT/SLT Continuous Improvement Handbook](#).
  4. [Metro SIT Folder](#)

**• Next SIT Meeting(s):**

- October 17th, 2023 at 1:00 pm.

**Adjournment:** 1:45pm.