# Mint Hill Middle School

School Improvement Team (SIT)

Thursday, 15 June 2023

4:30 – 5:30 pm

## SIT MEETING MINUTES

**Team Members:** Steve Drye; Don Fritz; Dayna Gerlach; Lexi McKinney; David Lail; Nicole McConnell; Donna Ratchford

### Welcome
- Meeting began at 4:30 pm via Zoom link.
- Principal Steve Drye welcomed all attendees and reviewed the minutes from the [27 April 2023] SIT Meeting.
- Minutes were approved unanimously.

### SIT Meeting Dates and Returning Members
Principal Drye reviewed information concerning next year’s meetings with meetings most likely being scheduled for the last Thursday of each month. He also reviewed returning members and noted that we will need to elect 3 parents (2 - 6th grade / 1 - 8th grade) to have balanced representation.

### School Improvement Plan
Principal Drye reviewed the SIP Annual Review process and shared information concerning the following for the current implementation status narrative of each indicator:

1. To what extent did you meet each of your 2022-2023 SIP goal targets that aligned to this indicator? Include specific data points for each goal.
2. What successes did you experience related to this indicator in meeting your goals this year?
3. What challenges are you facing in meeting your 2023-2024 SIP goal targets aligned to this indicator?
4. What opportunities exist to address these challenges in the 2023-2024 school year?

### Staffing 2023-2024 - Vacancies
Principal Drye discussed current vacancies and staffing efforts for the 2023-24 school year:

- He noted that a number of staff had been hired from other districts and through the internal transfer process including an Assistant Principal, 2 ECGC Teachers, an EC Extensions Teacher and Assistant, 2 ELA Teachers, a Math Teacher, a Social Studies Teacher, and a MTSS Facilitator; and
- He noted that he is continuing to seek to fill the following vacancies: Art Teacher; CTE Teacher; and EC Extensions Assistant.

### Logistics
Principal Drye reviewed logistics associated with:

- The installation of a new traffic signal;
- MHS adding 5th grade and potential effects on traffic; and
- Our malfunctioning electronic marquee sign and ongoing efforts to resolve the problem by moving to cloud-based operations.

Don Fritz discussed the potential donation of landscaping supplies to the school and Mr. Drye will follow up with CMS concerning the acceptance and installation of these items.

### Title IX Review
- Assistant Principal Dayna Gerlach provided a review of the process and current reporting.
- MHMS has been assigned a district investigator to assist in cases and we work closely with the Title IX Office to ensure that all cases / investigations are in compliance with no unresolved cases in the Title IX portal.

### Closing / Next Meeting
- Meeting adjourned at 5:15 pm

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All SIT meetings are open to interested parents or community members.
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