

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

**School Improvement Council Meeting Minutes**

Tuesday, August 28, 2018

5:30 – 6:30 p.m.

School Conference Room

**Members Present:**

Sullivan IB Middle, School Improvement Council met this date at 5:30 p.m. with members present as follows: Kelly Scott, SIC President; Juan Roldan, School Principal; Holly Stuart, teacher; Adam Salisbury, teacher; Terese Green-Thomas, parent; Laura Lawson, parent; and Mona Letigio, SIC Secretary/parent. Mrs. Kelly Scott called the meeting to order to discuss the following agenda:

1. Introductions and Get to Know one another for those that are new
2. Approve last meeting notes
3. School News – Mr. Juan Roldan
4. Questions? Comments?
5. Next Meeting change time to 5:15 for PTA/Related Arts Concert
6. Adjourn

**Introductions and Get to Know one another for those that are new**

Each member of the group took turns introducing themselves. Mr. Roldan, the School Principal, expressed his appreciation for the time that the SIC have given and the solution-oriented approach in place. He was also impressed that the school has a very active SIC team in the district. His goal for this year is to support our students as well as our teachers.

**Approve last meeting notes**

Due to the lack and absence of approving members, Mrs. Kelly just informed the group that if ever there are questions about the last meeting notes, just ask her about it.

**School News by Mr. Juan Roldan**

Mr. Roldan took time to poll all the parents, faculty and staff with a very simple survey about the strengths and challenges that the school have and 90% highlighted communication as a challenge. Communication would be an utmost priority this year and having a principal that can communicate in three sometimes four languages, both proficient in written and oral format, is beneficial in achieving this goal. As Mr. Roldan stated, “Communication is paramount to the success of every kid.”

The school, through the leadership of Mr. Roldan, will focus on various methods and ways to disseminate school information to students, parents, faculty and staff as well as to the community. For the time being, the school utilizes the school newsletter, school website, social media, Falcon Flyer, blast calls, Canvas, and emails to communicate. There is a plan in place to have school correspondence written or verbalized in other languages particularly in Spanish, to reach out to families who are Non-English speakers and Limited English proficient. Communication schedules, recipients, and information will be sorted out accordingly for proper and appropriate circulation in the coming days.

Changes and progress were made during the course of the summer, as all teachers, central staff, and support staff met and discovered a lot about IB. With the effort put forth, Sullivan is now in the right path and will continue to work hard in preparation for the upcoming IB renewal and AdvancED accreditation.

Furthermore, Mr. Roldan will give teachers the opportunity to write their own responsibilities. Teachers deserve to be the author of content as they are going to create their teacher handbook. This would be a work in progress and will be improved every year. In addition, due to the overwhelming staff communication, Mr. Roldan will move the school into the century that we are living in, wherein it is more of an electronic and digital. Teachers were informed to have a good electronic hub for all their e-files.

Moreover, the school will also focus on the academic achievements of students due to the fact that most of Sullivan IB Middle students are not in grade level in Math and Reading. Many factors were addressed to improve student academic achievements that Mr. Roldan emphasized. First, supporting teachers through trainings especially in International Baccalaureate and other self-efficacy improvement training to achieve the high standards set for them. Second, supporting students by assigning them to the right and appropriate placement, putting students with teachers that can support their academic needs, and providing them with resources accordingly. Lastly, grading philosophy will be revisited and developed.

Additionally, Mr. Roldan indicated that the school has many opportunities and doesn't want to be the author of all of them. He wanted his teachers to have voice; to have inputs in school like dress code, routines and procedures; as well as to involve parents. He is setting the bar higher and will not accept excuses but will allow falling forward.

### **Questions? Comments?**

Ms. Terese raised a question about the Media Center if it is now open for the students and same with the gymnasium. As of now, the Media Center is still not being used by students due to construction. The gym court area is being use for calisthenics and other activities during Physical Education time but students are not changing their P.E. uniforms because the locker rooms are still under construction. Upon completion of the construction project, it has to pass the inspection from the state which is scheduled the third of September and an approval of occupancy should be granted before using the area.

The school has a new Chinese teacher who came yesterday from China. Members of the SIC expressed support by trying to get her connected with other Chinese teachers in other schools and Winthrop University.

### **Others**

- There will be an SIC election next month, September.
- New program was introduced: **SOAR**  
S - howing  
O - ur  
A - ppreciation and  
R - espect

Note: More information will be sent out later

### **Next Meeting change time to 5:15 for PTA/Related Arts Concert**

Next meeting will be on September 18, 2018 at 5:15 p.m.

**Meeting adjourned at 6:30 p.m.**