

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

School Improvement Council Minutes

Tuesday, November 28, 2017

6:00 – 7:00 p.m.

School Conference Room

I. Call to Order

Sullivan Middle School, School Improvement Council met this date at 6:00 p.m. with members present as follows: Kelly Scott, SIC Chair; Shane Goodwin, School Principal; Jennise Knight, Assistant Principal; Holly Stuart, teacher; Adam Salisbury, teacher; Cicely Brown, parent; and Mona Letigio, parent/secretary. Mrs. Kelly Scott called the meeting to order to discuss the following agenda:

1. Report from Mr. Goodwin on second nine weeks
2. Approve Bylaws for SIC
3. Report from any Asst. Principals, teachers, guidance department on second nine weeks and/or upcoming events
4. Elect/appoint a secretary
5. Update on initiatives for this school year:
 - a. Improve School to Parent Communication - Newsletter status
 - b. Promotion and Education about Canvas Learning System for Parents-Canvas Lunch n Learn Status
 - c. Promote health and wellness of students & staff – another Health Fair from WU
6. Any new business

II. Open Discussion

Mrs. Kelly Scott welcomed and recognized the presence of the new teacher representative, Mr. Adam Salisbury who introduced himself as French and Astronomy teacher for 12 years at Sullivan Middle School.

REPORT FROM MR. GOODWIN:

Mr. Goodwin gave a school report about the second nine weeks that is coming to a close. There has not been a lot to report since the last meeting, but there are a lot of things going on and wrapping up before the holiday as well as going out for the winter break. Parents should be reminded that December 21st would be a half day for students and a full day for teachers as we close for the holiday. Mr. Goodwin added that there were a lot of teachers (8th grade) being out due to various reasons (like medical and others) and substitutes were being assigned to each respective classes.

Mr. Kevin Davis resigned as 8th grade assistant principal at the end of the first semester and will be replaced by Mr. Graham Thomas who will start the second semester as approved by the Rock Hill School Board last night. Mr. Graham Thomas is currently teaching special education at Castle Heights Middle School, taught in Saluda Trail in the past whenever it was an IB school, and knowledgeable in IB teachings, principles, and leadership. He speaks conversational Spanish which is a good thing to welcome the 6th grade language emersion students and parents next year. Mr. Thomas will be a good addition to our school as he will bring a lot to the table. He will be formally introduced at the latter.

Teachers were working on a lot of things in the content areas, identifying essential things for students, common assessments, analyzing data, and working in groups. Math is the underperforming area that the school is focusing on. The district gave funding in the amount of \$5,000 to support programs and interventions (could be after school or before school) of which the school needs to present a proposal on how to use the money. These programs will focus on the teaching of basic and advance math skills, learning different methods and strategies, and understanding how math works.

Southern Region Education Board (SREB) representative will be visiting the school this week to examine and to observe the literacy design in incorporating literacy in all content areas in the classroom.

Construction Update: D Hall is close to its completion, December 10th is the target date. The school is hoping that at that time teachers will be moving to that area. Building out back is continuing to progress and set to be completed late July so it will be ready when the next school year starts in August. Landscaping is going on around the school perimeter and additional features will be added to the Track and Field area. The track is 98% finished. Track is open for the public as long as the school is not using it.

Beta Club was brought up by Mrs. Kelly Scott to check on the status at the moment since a lot of the upcoming 6th graders are in to that organization and they will be looking forward to continuing with it. Mrs. Stuart in reply, Beta Club might be in active next semester because she was asked if she is willing to help in.

Upcoming Events: Book Fair will be next week and Parent-Canvas Lunch n Learn on December 6th at 12:00 to 1:30 p.m. These events are sponsored by Sullivan PTO and SIC.

APPROVE BYLAWS FOR SIC:

Bylaws were sent via email prior to tonight's meeting for reviews and were agreed upon during this meeting. Revised date reflected as November 28, 2017.

REPORT FROM THE ASSISTANT PRINCIPAL (MS. JENNISE KNIGHT)

In connection to addressing behavior issues and school referrals, Ms. Knight together with the other Positive Behavior Interventions and Supports (PBIS) committees met and put some things in place that will kick off during the second semester with the students. They will use Monday time

as their “Soar Time” of which Ms. Knight named it, to use some of the time to go through some behavior matrix, review expectations, and discuss reward and incentive programs. Students will be carrying cards, as they show different aspects of SOAR (Showing I care, **O**wning my learning, **A**ccepting responsibility, and **R**eflecting); they can get a stamp on their cards and each stamp counts as a point. Student can cash in points for various rewards and incentives as simple as school supplies from the school store or a dress down to mention a few. Details will be elaborated more as this will kick off later on.

Question from Ms. Cecily Brown: Where do you get the money for the reward?

Ms. Knight in reply said, that funds came from various sources like private donors from the past and from the state amounting about \$6,000, which Mr. Goodwin clarifies that the money was a reimbursement from the special education program since they were not given enough funds and so the money was channeled towards PBIS reward and incentive programs. Funds coming from the state were based on the number of students in school.

Furthermore, the school PBIS team continues to find ways and ideas to promote good behavior and build support system. They came up with the following that will be implemented during the Monday group:

- Educators Handbook (Teacher’s Referral System/Roster)
- Soaring to Success
- Soaring to Service

All school departments are encouraged to be on board with this system including coaches, student council, teachers, and the like.

NOTE: Details will be published later.

ELECT/APPOINT A SECRETARY:

Ms. Mona Letigio volunteered and appointed as this year’s SIC secretary.

UPDATE ON INITIATIVES FOR THIS SCHOOL YEAR:

Improve School to Parent Communication - Newsletter Status:

The sample newsletter template prepared by Ms. Kelly Scott was presented. The newsletter showed various features like school information, upcoming events, important announcement, and more. The group also suggested other matters that can be included as simple as snip it from grade level news, IB information, classroom or school wide projects, PTO, SIC, Student Council, and school clubs. This initiative is a work in progress and is coming along. The school will use all resources (school website, Peachjar, and Canvas to mention a few) to send out this newsletter whenever it is ready for publication.

On the sideline, upcoming events and dates were clarified.

Promotion and Education about Canvas Learning System for Parents-Canvas Lunch n Learn Status:

There were 6 people signed up for the event. Ms. Shemia Thompson, school technology specialist, could setup 10 to 15 laptops to cater other participants when needed.

Mr. Goodwin informed everyone that the school library will close earlier around end of March to give way to the ongoing construction. Online reading resources will be available for students' used. Parents will be informed about this closing later on.

Promote health and wellness of students & staff – another Health Fair from WU

Mr. Goodwin will communicate with the P.E. staff as well as designated personnel from Winthrop University. He also mentioned the school district partnership with the Keystone Community in providing wellness program (curriculum) specifically for 6th grade students to address substance abuse as required by the school district. Surveys were given to 7th graders about attitudes toward alcohol and drugs as part of their wellness program.

Announcement:

SIC will skip December meeting and move it to January 16, 2018 at 6:00 to 7:00 p.m.

Meeting adjourned at 7:00 o'clock.

Thank you very much!!!