

North Buncombe High

Meeting Minutes

Meeting Date: 02/08/2022 - 3:15pm

Title: February SIT Meeting

Location: Media Center

I. Attendance

Team Members:

Tena Cole, Allie Husted, Tracy Kuykendall, Ashley Maney, Franklin Rapp, Samantha Sircey, Kimberly Sprouse, Mary Whitlock

Guests: Katy Wyatt, Courtney Dietiker, Clint McElrath

II. Celebrate recent successes

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

VII. Other Business

Action Taken:

1. Nominations for New SIT Co-Chair –Suzanne Schule nominated by Kim Sprouse and Tena Cole
2. Teacher/Administration Walk Thru Update (Administration)-Frank Rapp (PLC Committee Chair) will meet with Mrs. Husted to discuss next steps. Mrs. Husted suggested bringing in coaches to help (Kathy Bonyun). Timeline is to begin the walk through before Spring Break.
3. Review Coach's Feedback-Team reviewed new coach's note from 2/7/2022
4. Wellness Committee Update-B2.01 (T. Cole)

As of right now the Wellness Committee is focusing on bereavement, etc. The committee has been historically reactive, but the committee would like to focus in the future more on wellness.

5. Review/Update Goal: By June 2020, as measured by AESOP/Frontline, NBHS will reduce the number of sick/personal teacher absences on instructional days by 17% (A1.07, B2.01, B3.03).

Team discussed refocusing the goal for teacher/staff wellness. Team suggestions were the wellness person goal in teacher PDP and the working conditions survey. Dr. Sircey stated that the original goal was set because of the high level of teacher absences that was affecting student learning prior to covid. The team discussed using the Teacher Working Conditions Survey as the tool to measure the new goal.

Dr. Sircey-Suggested the Wellness committee meet to discuss options on goal and options for activities or events. She suggested we could do Faculty wide events. Suggested that we ensure that a Covid comment is put into that goal that we can continue working on that. T. Kuykendell stated that a reply can be made to the coach's comment to state that this goal will be changed due to covid circumstances. The team decided that a comment would be put into NC Star and that the Wellness Committee would meet to discuss B2.01 and to collect suggestions for the new goal.

6. Other Business: Teacher Working Conditions Survey (March 1st-31st)-Tracy requested that she be given time at the March faculty meeting to discuss and let the staff work on the survey in the meeting in hopes of increasing the number of completed surveys. Dr. Sircey said yes to allowing this time during the March faculty meeting. She asked us to do a short introduction about the survey and SIT (elected members) prior to releasing teachers to do the survey. The State Superintendent is giving incentives for schools who complete the survey at 100%. Tracy will share the training with all members, so members can help with presenting the survey and answering questions.

Open House (M. Whitlock)- A couple of departments approached M. Whitlock about Open House asking to adjust the day of the week and time frame. If possible they suggested moving the open house to a later week day and a shorter time period from 2 hours to 1-1 ½ hours. Raising 9th grade hawkquest teachers did not have a roster of future students. Dr. Sircey-suggested discussing this more in the future and giving this to a committee to review. Mrs. Husted-suggested giving this to the Pride Committee, C. Lehosit is the chair and T. Kuykendall said would speak with her about this. Open House needs—One Fall/One Spring

7. Next Meeting-Tuesday, March 8th at 3:15 pm: Agenda will include review of the following goal and indicators: By June 2021, as measured by Power School, NBHS will reduce the percentage of chronically absent students by half (A4.06, A4.16)

Other notes—SIT meetings have not been well attended by all committee members. Dr. Sircey asked that we think of ways to encourage nominated members to regularly attend the meeting.

VIII. Next Meeting

Date: 03/08/2022

Time: 3:15pm

Title: March SIT Meeting

Location: Media Center

IX. Adjourn

4:00pm