

3/13/2024 SIT Meeting Minutes

School Improvement Team (SIT)

Steere Farm Elementary School

Date: 3/13/24

Time: 3:30-4:30

Location: SFE Library

Facilitator: Courtney Francis

Time Keeper:

Note Taker: Holly Detonnancourt

Attendees:

- Administrators: Courtney Francis
- Teachers: Holly Detonnancourt, Missy Masi, Heather Richards
- Paraprofessionals:
- Parents: Tracy Dusablon, Shannon Garrison
- Community Members:
- Students:

Schedule: 60 Minutes

Time	Agenda and Notes
3:30pm	Call to order and Pledge of Allegiance:
	<p>New Business and Notes</p> <ul style="list-style-type: none">• Review Meeting Norms & Roles<ul style="list-style-type: none">○ Discussion: Approval of meeting minutes from 1/10/24- Melissa Masi made motion, Heather Ricahrds second, all in favor. Approved.• SFE School Improvement Plan Sub-Committee Work<ul style="list-style-type: none">○ Update from completed tasks & action steps<ul style="list-style-type: none">■ Academics<ul style="list-style-type: none">• Participation for February reading challenge - Student participation for Christmas break challenge was okay, much better participation during February break, especially for the older grades. Class participation percentage seemed to work better. We will do this again for April break (i.e. class reward and 10 bronco bucks).■ Family Engagement<ul style="list-style-type: none">• Curriculum night canceled- contractual issue. Looking ahead for next year, we intend to move forward with this event. We will decide on a date early in the year knowing we want to do this in the spring.• Repeat tickets for report card viewing - raffle worked well!■ SEL -<ul style="list-style-type: none">• Behavior Referral Data Review - no spike for the spring yet, school wide, the data is stable for referrals.

	<ul style="list-style-type: none"> ○ Check in on future Action Steps & Timelines - RIDE hasn't released guidelines on how they would like progress monitoring reported out yet. Courtney anticipates that progress monitoring data and an updated SIP will be due early summer. ○ Progress Monitoring Documentation - review plans to see if we will have everything we need when RIDE wants reports. ○ Goals for next school year - review plan to see if they are still relevant and achievable goals. We will make a copy of the current plan and make adjustments for next year to make sure goals are relevant. We need to send out the post survey for families by the first week of May. We will also try out the QR code at the next event for families - Courtney will discuss this option with the PTA (i.e. rate the event from 1-5, one thing that you liked or that went well at the event...one thing we could do better for next time). ○ Last week of May, give Choose Love post assessment for data ○ Next year- we would like to give parents the opportunity to come into school (guest readers, helpers for science, projects/presentations). This is happening with some classrooms and grade levels but not all. ○ Overall, we are up to date and on track with all goals, action steps and progress monitoring. <ul style="list-style-type: none"> ● Sub-Committee Share Out <p>Adjourn- Holly made motion to adjourn, Melissa second, all in favor (4:18)</p>
	Next Meeting Date: May 29th @ 3:30
<p>Helpful Links:</p> <ul style="list-style-type: none"> ● Evidence Based Practices - use for initiative section of SIP ● Data Links <ul style="list-style-type: none"> ○ RIDE Report Card ○ RICAS ELA ○ RICAS Math <ul style="list-style-type: none"> ■ Item Analysis ○ Surveyworks ○ SwissData (behavioral referrals) ● Suggested Timeline ● BSD 2021-2024 Strategic Plan ● Education Accountability Act ● RIDE SIT Guidelines ● RIDE: SIT Modules 	
<p>Future Agenda Items:</p> <ul style="list-style-type: none"> ● <i>Record end of year data relevant to goals</i> ● <i>Update School Improvement Plan for 2024-2025 school year</i> 	

