

Roles & Responsibilities

School Improvement Team

- Facilitates the development and implementation of the school improvement plan
- Monitors and assess school goals and priorities each month
- Creates policies and procedures as it relates to the mission and vision of the school
- Addresses students, staff, family, and community concerns
- Makes decisions about all elements of our school for the exception of personnel concerns.
- Represents their grade level teams and supports decisions made by the team.

Principal/Assistant Principal

- Oversee effective implementation of the school improvement process
- Oversee the accuracy and completion of NCStar requirements
- Develop systems and procedures to promote a culture of learning, collaboration, and leadership, and innovation

Leadership Team (Coaches)

- Support principal in the collection, analysis, and presenting school-wide data

Chairperson

- Creates monthly agenda based on the school improvement process and input from teachers and staff as it relates to school improvement
- Distributes monthly agenda to all staff prior to the meetings
- Communicates to staff when meetings must be rescheduled or canceled in a timely manner and facilitate public notification of changes in scheduled meetings
- Meets with the principal to ensure compliance with all legal guidelines and responsibilities and to receive any new information relevant to the school or school improvement process
- Leads meetings and keeps the team focused on the topic
- Shares relevant information at staff meeting when appropriate

Co-Chairperson

- Assumes the role of the chair, recorder, or timekeeper in the event of an absence

Recorder

- Take all meeting minutes (Digital)
- Distribute minutes after the SIT meeting
- Work with Process Manager to ensure minutes are uploaded to NCStar
- Manages staff sign-in google form

Time Keeper

- Monitors time throughout the meeting
- Reminds SIT members of timeframe and ensures the team adheres to the agenda

Team Members

- Attends and is prepared for monthly meetings
- Arrange for a grade level/team substitute in the event of your absence
- Commit to working collaboratively with the team
- Represent the ideas and interests of your constituents
- Review information from SIT minutes at your grade level and/or team meetings
- Present information and decisions by SIT as a united team
- Bring devices and any other materials needed for SIT meetings
- Read/review meeting minutes to ensure accuracy before they are distributed
- Actively participate and advocate for students.

Meeting Agenda (Standing Items)

- Summary of previous meeting's minutes
- Reports for subcommittees (Progress towards goals/indicators)
- Request for new agenda items
- Date of next meeting

Term of Service

- Each member elected will serve for two consecutive years.
- Members can be re-elected by their respective teams after two years of service
- If a member is elected before January 1,, it will be considered as their first year.

2025-2026 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	Roberts	2024-2025
1st Grade	King	2024-2025
2nd Grade	Smyre	2025-2026
3rd Grade	Bryan	2025-2026
4th Grade	Whiteheart	2024-2025
5th Grade	White	2025-2026
Specialists	Zamrik	2025-2026
Instructional Coach	Humphrey	
Counselor	Bartlett	
Principal	Tharpe	
Assistant Principal	Rozzelle	
Parent	Lindsey Johnson	2024-2025
Parent	Jennifer Hill	2024-2025
Parent	Jason Hill	2024-2025
Student	Student Council President	

Year 1 of Service

Year 2 of Service

2024-2025 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	Roberts	2024-2025
1st Grade	King	2024-2025
2nd Grade	Higdon	2023-2024
3rd Grade	Warren	2023-2024
4th Grade	Whiteheart	2024-2025
5th Grade	Bryan	2024-2025
Specialists	Baucom	2023-2024
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Bartlett	
Principal	Tharpe	
Assistant Principal	Rozzelle	
Parent	Lindsey Johnson	2024-2025
Parent	Jennifer Hill	2024-2025
Parent	Jason Hill	2024-2025
Student	Student Council President	

Year 1 of Service

Year 2 of Service

2023-2024 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	O'Keefe	2023-2024
1st Grade	Teague	2023-2024
2nd Grade	Higdon	2023-2024
3rd Grade	Warren	2023-2024
4th Grade	Whiteheart	2022-2023
5th Grade	Waddell	2022-2023
Specialists	Baucom/Dobbins	2023-2024
	Bryan	
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Bartlett	
Principal	Clemons	
Assistant Principal	Rozzelle	
Parent	Jamey Fletcher	2021-2022
Parent		
Student	Student Council President	

Year 1 of Service

Year 2 of Service

2022-2023 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	O'Keefe	2021-2022
1st Grade	Whiteheart	2022-2023
2nd Grade	Higdon	2021-2022
3rd Grade	Bryan	2021-2022
4th Grade	Gullick	2022-2023
5th Grade	Waddell	2022-2023
Specialists	Hilton	2022-2023
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Bartlett	
Principal	Clemons	
Assistant Principal	Rozzelle	
Parent	Jamey Fletcher	2021-2022
Parent		
Student	Student Council President	

Year 1 of Service

Year 2 of Service

2021-2022 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	O'Keefe	2021-2022
1st Grade	Dobbins	2020-2021
2nd Grade	Higdon	2021-2022
3rd Grade	Bryan	2021-2022
4th Grade	Baucom	2020-2021
5th Grade	Rozzelle	2021-2022
Teacher Assistants	Yandle	2020-2021
Specialists		2020-2021
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Bartlett	
Principal	Clemons	
Assistant Principal	Worley	
Parent	Jamey Fletcher	2020-2021
Parent	Briana Parker	2020-2021
Student	Student Council President	Serenity Davis

Year 1 of Service

Year 2 of Service

2020-2021 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	Chapman Hopson, voted to fill in for the remainder of the year.	2020-2021
1st Grade	Reitzell	2020-2021
2nd Grade	Rangel Riddle	2020-2021
3rd Grade	Bryan	2019-2020
4th Grade	Barkley Baucom	2020-2021
5th Grade	Rozzelle	2019-2020
Teacher Assistants	Yandle	2020-2021
Specialists		2020-2021
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Kincaid	
Principal	Clemons	
Parent	Jamey Fletcher	2020-2021
Parent	Briana Parker	2020-2021
Student	Student Council President	Abby Fletcher

Year 1 of Service

Year 2 of Service

2019-2020 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	Lingle	2018-2019
1st Grade	Abernethy	2019-2020
2nd Grade	Coleman Rangel	2019-2020
3rd Grade	Bryan	2019-2020
4th Grade	Riddle	2019-2020
5th Grade	Rozzelle	2019-2020
Teacher Assistants	Yandle	2018-2019
Specialists	McRee	2019-2020
Digital Learning Facilitator	Sauceda	
Instructional Coach	Humphrey	
Counselor	Kincaid	
Principal	Clemons	
Parent		
Parent		
Student	Student Council President	

2018-19 School Improvement Team

Grade Level/Team	SIT Member	Year of Election
Kindergarten	Jennifer Lingle	2018-2019
1st Grade	Mischele Glover (SIT Chair)	2017-2018
2nd Grade	Kalie Caldwell	2017-2018
3rd Grade	Emily Saucedo	2017-2018
4th Grade	Tyra Church	2017-2018
5th Grade	Cayley Berry	2017-2018
Teacher Assistants	Yandle	2018-2019
Digital Learning Facilitator	Jessica Fitzgerald	
Instructional Coach	Amber Humphrey	
Principal	Kisha Clemons	
Parent	Nikki Boulany	2017-2018
Parent	Ashley Huffman	2017-2018

2017-2018 School Improvement Team

Team Member	Position	Year of Election
Kisha Clemons	Principal	NA
Angie Sigmon	Instructional Coach	NA
Stacey Mrazek	Blended Learning Coach	NA
Ashley Price	Counselor	NA
Laura Hopson	Kindergarten	2014 & 2016
Mischele Glover	1st Grade/ SIT Chair	2017
Kalie Caldwell	2nd Grade/Recorder	2017
Emily Saucedo	3rd Grade/ Co Chair	2017
Tyra Church	4th Grade/Time Keeper	2017
Cayley Berry	5th Grade	2017
Pam Kendall	Teacher Assistant	2016
Nikki Boulany	Parent	2017
Allison Huffman	Parent	2017
Kendall Reinhardt	Student	Student Council President