

Captain Isaac Paine School
School Improvement Team (SIT) Minutes
November 4, 2015

1) Attendance and introductions

- a. **Roll call:** Kristen Danusis, Lauren Kitson, Katie Kelly, Erin Pasquazzi, Jessica Morse, Lisa LaRose, Tina Dennis, Mitch Cournoyer, Stacy Santilli

2) Roles to take charge:

- a. **Secretary**—Lauren Kitson, Kristen Papa and Abbie Salvadore
- b. **Time keeper**— Lisa LaRose
- c. **Co-Chair**—Lauren Kitson

3) Review School Improvement Plans

- a. Read through the improvement plan
- b. Review and explanations of parts of the School Improvement Plan
 - i. Classroom observations---both by peer staff members and administration
 - ii. Technology—Tech committee in response to survey needs/feedback
 - iii. Providing parents with resources→ what types of resources are going to be provided
 - iv. Develop opportunities for partnerships with families and communities
 - 1. What does that look like?
 - 2. PTG has taken the lead-role to provide opportunities at the school
 - v. Bullying-prevention plan
 - 1. School year 2014-2015 defined what a bully is
 - 2. PBIS will not focus on bullying for this school year
 - 3. Kristen will provide SIT with data at each meeting on # of bullying reports to determine if this is still a need
 - vi. Professional Development for and with staff members
 - vii. Safety Plan
 - 1. Training and changes to procedures based on newest training
 - 2. Recess concerns and supervision
- c. Possible committees for SIT
 - i. Assessing the technology within the classroom (usage, effectiveness, teacher/parent buy-in and comfort)
 - ii. Academic support resources provided to families—collaboration
 - iii. Bullying prevention plans (on hold – see above)
 - iv. Professional Development plan school-wide, year-long
 - v. Balanced Literacy Program
 - vi. Recess
 - vii. Before/After school care
 - viii. STEM integration and plan

- 4) **Review survey for improvements to be done in subcommittees (see above)**
 - a. Recess
 - i. Areas in the school to set up indoor recess activities (active videos, human games, etc....) Group of school staff created PGG to accomplish this. Will be discussed at school Wellness Meeting.
 - b. Community opportunities: Early-drop off time at the school; after-school care
 - c. Community opportunities: Using the school for different family events
 - d. Technology within the classroom
 - e. Resources provided to families—collaboration
 - f. Balanced Literacy Program

- 5) **Next meeting:** December 2, 2015 from 5:00-6:15
 - a. **Plan for next meeting:** Think about what subcommittee you would want to be on; select the top 4 from the list above—which committee is the most important to you

 - b. **Splitting into subcommittees next meeting!**

Respectfully submitted by Lauren Kitson