

April 11, 2019

Members present: Moore, Rector, Hannah, Foley, Moyers, Peek, Clarke, Yontz, D. Brown

SIT Agenda

Item 1: PLC Documentation

- PLCs are in very different places across the school
- Schedule for next year will remain the same (will have Wacky Wednesday, PLC Thursday)
- PLC documentation will be expectation for each PLC meeting (google doc or paper form)
 - Clarification about form could be very helpful
 - Possibly PLC's create their own form with Dufour's 4 Questions
 - Mrs. Moore is going to share some PLC form options: [Sample Forms](#)
- Duties will be covered so teachers can meet before or after school if needed, let administration know dates times etc. as needed
- Many teachers are getting focused on the "planning and pacing" and never get to how do we help our learners
- Planning days with paid subs have been very beneficial for "planning and pacing;" we hope to see funds that can continue that next year or add more dates if possible

Item 2: Professional Goals 2019-20

- MTSS will be our overarching umbrella involving TIPS/PBIS/PLC Leadership
- All staff will receive a hard copied binder that will have expectations for MTSS. Binder will also contain support plan to aid in reaching students who may have socio-emotional, academic, and attendance concerns
- TSI-AT Co-Teaching - teachers attending TSI funded workshops, try for common planning

Item 3: Purchasing of New Copier

- Quotes not available yet, cannot purchase until spending deadline is lifted
- Vote passed to purchase if funds are available, 8th grade is next in line for new copier

Item 4: Assistants allowed to make copies

- Office staff to train them on the copiers as a group
- Teachers will be responsible for assistants thereafter
- Assistants need badges identifying who should be in the copy room, [Sample](#) made on Canvas - Office staff will help with this

- Other students should not be accompanying them
- Vote passed to allow assistants to make copies
- Assistants should only be using the older copiers, not the new ones

Motion to adjourn:

Hannah adjourned, seconded Rector