**School Improvement Team Meeting**

**Thursday, December 14, 2023**

**3:00 – 4:00 pm – Massey Lounge**

Brenda Ulrich, Chairperson Barbara Coble, Co-Chairperson

Melissa Chatman Sue Weber, Community Rep

Tafie Henson Tricia Hart

Guest: Patrick Lechner, Maintenance

Absent: Stephanie Slade, Parent Rep, Fallon Diblasio, Dr. Handley

Brenda Ulrich welcomed everyone and opened the meeting.

Tafie Henson shared our Group Norms (displayed on screen)

Brenda opened the SAP (Strategic Action Plan) 3.1 – Parent Involvement slides and summarized our discussions from last month. The committee reviewed and discussed topics/events that were recommended from the November meeting. Each section was reviewed, additions, corrections were entertained, and additions/subtractions were made.

Brenda presented the rough draft of the Parent Survey Questions (displayed on the screen). She requested help with making changes, adding, shorting the survey, etc.

The committee began reviewing the following survey questions:

Parent availability

1. Attend at school - days of the week, time of day (morning, afternoon, evening)
2. Attend through Zoom - days of the week, time of day (morning, afternoon, evening)
3. How often you could attend at school events – monthly, bi-monthly, etc.
4. If you can’t attend events, please share why (additions, discussions on how what to ask)

When beginning to review questions five and six, additions/suggestions were made to the form adding more ideas in each segment. This began to make the list too long, and it was decided to reduce list, rearrange, sort, and create sections (i.e., academic events/fun activities) and to create questions with only a few examples under each question.

Suggestions are:

* The list is too long and it needs to be simplified so that parents would be more willing to read and complete the survey questions.
* The committee can take all the events (academic/fun) and either send out another survey or vote on the events to hold that would meet most parent’s needs regarding the first several questions (on campus face to face, virtual events, etc.)
* We should eliminate events we already hold here on campus. (It was mentioned these events would be held for parent participation and would be useful for accreditation purposes.)
* The committee had a lot of additional suggestions and comments on events and how they would be beneficial to families, if parents could attend in person, language barriers for some parents, etc.

Brenda is going to revise the survey starting at number five sort and make it easier and less for parents to answer. Then she will send to Dr. Handley and present to the committee again for approval prior to sending out. Then we could send a second survey out

Pluses: a lot of good discussions we are still talking to each other Patrick here was really good feedback fresh perspective that was good.

Deltas (cons): Reminder of norms, several of us caught ourselves speaking over others.

Next Meeting – January 25, 2024 – **1:30 pm – 3:00 pm**

Meeting adjourned at 4:00pm