

LLCA School Improvement Team Minutes
Meeting Date- 11/14/18

1. Call to Order by Kevin Lampson - Chair
 - a. Present: Terry James, Thomas Keever, Linda Edgerton, Kristin Collette, Katelyn Hutchins, Kevin Lampson, Rachel Fowler, Barbara Cohen, Brad White, Allyse Searcy
 - b. Not Present: Brittany Wright, Kay Dawkins, Ben Gabin, Lola Barnes, Karen Taylor, Jennifer White
2. Officers: As elected: Chair - Mr. Lampson, ViceChair - Ms. Searcy, Secretary - Mrs. Wright and Mrs. Dawkins
3. AdvancEd visit presentation by Barbara Cohen:
 - a. Visit date is March 27th-28th, team arriving in Lake Lure on the 26th.
 - b. Discussion regarding additional and/or replacement members for the AdvancEd Committees. AdvancEd Committee Chairs reviewed.
 - c. Future Steps for AdvancEd Committees:
 - i. Review survey results.
 - ii. Identify areas of survey that relate to specific factor of committee.
Address how this information will be used to improve the school, methods of sharing results with entire staff, share and discuss as a committee what is most important for the committee to work on for the next several months, share results of the committee's work including how members will use the survey results.
 - iii. Schedule a means of communicating with the committee members for December and January.
 - iv. Understand that the month of Feb. will be important for committees to meet more than one time, and commit to meeting and planning.
 - d. AdvancEd Team Visit will be looking for:
 - i. Actual Documents - pictures, handbooks, lesson plans, policies, etc.
 - ii. Interviews - how the interview questions are answered by students, teachers, staff, and parents.
 - iii. Visual Evidence - includes what the AdvancEd Team actually sees in and around the school (hallways, classrooms, website, facebook, offices, etc)
20 minute block observations of ALL classroom using ELLIOT observation checklist.
 - e. SIT team questions from AdvancEd Team may include:

- i. How does the SIT use data to drive school improvement?
 - ii. What forms/types of data does the SIT use? How often?
 - iii. How does the SIT communicate with Stakeholders (teachers, staff, community, Board of Directors, students, parents, etc)?
 - iv. How does the SIT formally assess the school programs and organizational conditions to improve student learning?
 - v. What are the long-range plans/goals for school improvement? How is it communicated from SIT, to staff/parents/community?
 - f. Thomas Keever and Kevin Lampson recommended utilizing the next Full Faculty meeting to present an overview of AdvancEd Committees and what to expect during the AdvancEd visit. Next Full Faculty meeting is Wednesday, November 28th.
 - g. Committee Chairs need to review the School Quality Factors and notes from last Spring. Schedule an AdvancED Committee Meeting for December and January. Review the Survey Data and set 2-3 goals for improvement.
4. SIT members reviewed AdvancEd Committee members and made assignments to fill and/or replace members on each committee. Updated on google document.
 5. SIP presentation by Lampson - addresses need of updating SIP, including goals to be revised/added/updated. SIT plans to make revisions at the next SIT meeting.
6. Next Meeting: 01/16/2018
 7. Meeting Adjourned (4:40 P.M.)