

NGMS Leadership Team  
Sub-committee Meeting  
Wednesday, August 14, 2019

Present: Ellis, Auman, Leslie, Bowie, Ezell, Smith, Morgan, C. Lee, Myers, Hunter, McConoughey

- I. Celebrations
  - a. Great Data—Reduced the ELA Achievement Gap in every subgroup; more than any other MS in the district. NGMS was celebrated at a district meeting for the accomplishment.
  
- II. Setting the Vision
  - a. Handout—
    - i. “A Vision of Total Participation focusing on Rigor while balancing Accountability and Support.”
    - ii. “Our focus is sharp with 2020 Vision! Vision without Action is merely a dream. Action without Vision just passes time. Vision with Action can Change the World!”
  
- III. Test Data Review
  - a. Data is embargoed until 9/5
  - b. Expecting Reading goal to be 80% proficient for the year
  - c. Expecting the Science goal to be 90% for the year
  - d. Waiting on Math data to released
  
- IV. SIP
  - a. Admin will meet as a sub committee to close out previous indicators
  - b. Next month we will look at new Indicators for the 19-20 school year once we have data released and information from the district to best choose our indicators
  
- V. By-laws
  - a. Need a 6<sup>th</sup> grade rep
  - b. Need equal representation from all our feeder schools
  - c. Right now our parent reps only represent NES and SES
  - d. Will vote on by-law change at September meeting with parents in attendance to have not only a parent rep for each grade level, but also a parent rep from each feeder elementary school.
  
- VI. 2019-2020 Updates
  - a. School Org Chart
  - b. Substitute policy
    - i. Subs will receive a key for room upon arrival so they can secure doors in case of an emergency
    - ii. Lesson plans should be emailed to Ms. Myers

- iii. A universal folder for the sub with school info will be given to subs at their check-in along with teacher sub plans
- c. Trade (Comp) Time
  - i. Tweak system
  - ii. Hours are due by the 10<sup>th</sup> of the month following the month in which they were earned. Ex. August hours must be logged by September 10<sup>th</sup>
  - iii. IEP/504 meetings, after-school tutoring, athletic ticket/concession time, after-school clubs, attending music concerts, PTSA after-school events, or other items approved by administration.
- d. Field Trip
  - i. New packet of info
  - ii. Checklist on top
  - iii. Details on following pages
  - iv. Planned by end of September and communicated to parents
- e. Webpages
  - i. Need to be updated
  - ii. Template will be distributed
- f. Grading/Accountability
  - i. Discussion of late work policy and grading weights
  - ii. Decided on school-wide system of 10 points per day for late work during the first semester and 15 points during the second semester.
- g. Duty Roster feedback
  - i. Eliminate spot at 6<sup>th</sup> grade car rider line
  - ii. 7<sup>th</sup>/8<sup>th</sup> grade car rider line when line is done and then walk kids around the bus loop side to front of school
- h. Agendas
  - i. Every student will receive an agenda
  - ii. Teachers should use the first/last 5 minutes of class to establish routines with agendas
- i. MTSS
  - i. Out of time will discuss at September meeting

NEXT MEETING Full Team—September 17<sup>th</sup> at 7:45\*

\*Since the close of the 8/14/19 meeting we have had to amend the SBLT yearly meeting dates to meet the second Wednesday of every month. So, the next full meeting will be Wednesday, September 11<sup>th</sup> at 7:45!