

Mary E. Phillips High School

SIP Team Meeting

Room 1213

March 4, 2016

1:30 to 2:45 pm

Ground Rules:

- Be positive
- Respect All Colors
- Speak the truth in love
- No Sidebars
- Adhere to agenda
- Begin & end on time

MEPHS Vision

Mary Phillips High School will be the highest performing high school in Wake County.

MEPHS Mission:

Mary E. Phillips High School will provide a relevant and engaging education and will graduate students who are collaborative, creative, effective communicators and critical thinkers.

~~Mary E. Phillips will significantly increase achievement for all students regardless of background or societal factors by developing a caring respectful environment and creating a culture of excellence through rigorous and relevant 21st century curricula that fosters relationships and produces responsible global citizens.~~

SIP Team Mission:

The mission of the team is to directly support the school's overall mission. We will target goals and develop key processes to increase student achievement, augment the use of 21st century tools for more effective teaching and subsequent learning, while simultaneously promoting **positive climate** and **positive** student behaviors that are conducive to high levels of accomplishment.

Meeting Outcomes: Upon completion of this meeting, participants will have:

- Reviewed finalized new CNA
- Reviewed new MEPHS Mission Statement
- Updated SIP Team Mission Statement Accordingly
- Reviewed/Updated Value Statements
- Reviewed/Updated SIP Management Google Doc
- Finalized/Approved new Proposed Goals
- Goal Teams to start determining Key Process, Measurable Process Check(s) and Timelines for new SIP

Quote of the Day – Give me six hours to chop down a tree and I will spend the first four sharpening the axe.~~Abraham Lincoln

Roles:

Facilitator: Diaz

Recorder: Baldwin

Timekeeper: Escamilla

	WHAT	WHO	TIME
START UPS	Ground Rules Agenda Agreement	Team	2 mins
MEMBER	What is Old is New Again Welcome Back Nicolle Martin-Harris Student Achievement Goal Manager Yay! Welcome Back!	Diaz	1 min
CNA	Comprehensive Needs Assessment Reviewed CNA adjustments that were made via emailed suggestions. Please review the rest of the document and ensure that all changes are accurate. Reviewed Summary together: Need to include YMC and math club in summary “Our 4 year graduation rate...” not entirely accurate. Can be misleading because we have not had a 100% cohort rate, however we have had an “annual rate” of 100%. Mr. Colvin to look into how this should be worded. Diaz to follow up.	Diaz	5 mins
STATEMENTS	1. New MEPHS Mission Statement School Mission statement changed to match district mission. 2. Value Statements Aligned to the District Value Statements 3. Update SIP Team Mission Statement Accordingly -Something about district, something about vision should be included in the new SIP Team Goal. -Marinate on the inclusion of climate wording: “...promoting positive climate and positive student behaviors that are conducive to high levels of accomplishment.” ????	Diaz	5 mins
QUARTERLY REVIEW FOLLOWUP	Review SIP Management <ul style="list-style-type: none"> To-Do's & Follow-ups Reviewed master tracking document. Titled “SIP Management” If you need to change anything, open in GoogleDocs and leave a comment. Diaz will make the changes.	Diaz	10 mins
CURRENT SIP	Review Current SIP <ul style="list-style-type: none"> Goal <ul style="list-style-type: none"> Data Justification Listed in the SIP. States reasons why the goal exists as based upon CNA. <ul style="list-style-type: none"> Key Process 	Diaz	15 mins

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	<ul style="list-style-type: none"> ○ Restrainers ○ Resources <p>Key Process helps us achieve the goal. Need to review and determine what has changed, needs to be added, or needs to be removed. Do this with your committees.</p> <ul style="list-style-type: none"> ● Measurable Process Check(s) <p>How you are measuring and how frequently. Whatever you decide to use, please make sure that you have access to it, that it supports the overall goal, that it is accurate, and that it is applicable.</p> <ul style="list-style-type: none"> ● Action Step(s) <ul style="list-style-type: none"> ○ Timeline <p>Needs to show progression. (Think formative, benchmark, and summative data)</p>		
NEW SIP	<ul style="list-style-type: none"> ● SIP Components ● SMART Goal Overview ● Proposed Goals <ul style="list-style-type: none"> ○ Student Achievement (Martin Harris) ○ Technology (Miller) ○ Attendance (Escamilla) ○ Climate (Baldwin) ● Guiding Questions <p>Discussed possible changes to new goals. ALL goals need clarification and work.</p>	Diaz	20 mins
NEXT STEPS	<ol style="list-style-type: none"> 1. Develop Key Process for each goal 2. Determine Measurable Process Check(s) 3. Action Step(s) <ol style="list-style-type: none"> a. Timeline(s) <p>NOTE: When formulating these next steps keep in mind that the overall objective is to have data for analysis and developing strategies, and not just for reporting exclusively.</p> <p>Finalize goal, develop key process(s) for goal, determine measureable process checks, and set action steps & timelines</p> <p>FINAL SIP DUE MAY!!!!</p>	Diaz	5 min
MEETING (+/Δ)	<p>Δ Too Long</p> <p>+ great meeting passionate discussion</p>	Team	2min

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