

# Westside Middle School

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**Meeting Date:** 10/16/2014 - 3:30

**Title:** Building Leadership Team

**Location:** SEC

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## Agenda Items

### I. Team/guest attendance

#### **Team Members in Attendance:**

Kayla Davidson, Pam Dooley, Vanessa Engle, Misty Holder, Christie Lewis, Carla Nelson, Ashley Pickering, Debbie Spencer, Cindy Wann

#### **Guests in Attendance:**

### II. Celebrate recent successes

### III. Review and respond to coaching comments

### IV. Approval of last meeting's minutes

### V. Old Business

### VI. Indicators to Assess-Plan-Monitor:

#### **Indicators to Assess**

ID04	All teams prepare agendas for their meetings.(39)
ID07	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting).(42)

#### **Indicators to Create Improvement Plans**

### VII. Other Business:

Belief Statements

Meeting Dates

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#### **Action Taken:**

1. Team Members in Attendance
  - i. Kayla Davidson, Pam Dooley, Vanessa Engle, Misty Holder, Christie Lewis, Carla Nelson, Ashley Pickering, Debbie Spencer, and Cindy Wann
2. Celebrate Recent Successes
  - i. Thank you to Sue Turner for pitching in to help clean up the SEC
  - ii. Student blogging is a huge success in Mrs. Pickering's classes.
  - iii. Hall Pass (visitor check-in system) is up and running successfully.
  - iv. Student IDs are working great and students are doing a great job of keeping up with the IDs.

- v. Huge RTI successes in reading.
- 3. Review and Respond to Coach Comments
  - i. Not applicable at this meeting.
- 4. Approval of last meeting's minutes
  - i. Minutes from September 24, 2014 meeting were shared with faculty/staff through email and Google drive by Principal. Debbie Spencer made a motion to approved minutes from September 24, 2014 meeting and Christie Lewis 2nd the motion. Minutes approved.
- 5. Old Business
  - i. Not applicable at this meeting.
- 6. New Business
  - i. All meeting minutes will be viewable in Google drive under BLT Agenda/Minutes folder.
  - ii. All Bloomboard forms will be available on bloomboard. Updates are continuously being applied.
  - iii. Indicators addressed by building leadership team during today's meeting:
    - a. ID04 – All teams prepare agendas for their meetings (39)
      - 1. Indicator has been fully implemented - all current teams prepare and share agendas in Google drive; all sign in sheets and agendas will be held in the library; Christie Lewis will provide a template for sign in sheets for all teams to use from this date forward.
- 7. ID07 - A leadership team consisting of the principal, teachers who lead the instructional teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting) (42)
  - i. Indicator is in limited development - priority score is high; opportunity score is relatively easy to address; team member to manage and monitor your work toward this objective is Christie Lewis; establish date is May 31, 2015; Tasks that will lead to full implementation of objective is the leadership team will begin meeting on the 2nd Thursday of each month for one hour after school: November 13, December 11, January 15, February 12, March 12, April 9, and May 19.
- 8. Belief statements - the building leadership team will develop a belief statement for Westside Middle School and ask all staff to provide feedback for implementation.
  - i. Misty Holder will develop two drafts and open them for comments from the staff.
- 9. Next Meeting: October 22, 2014

## VIII. Next Meeting

**Next Meeting Date:** 10/22/2014

**Next Meeting Time:** 3:30

**Next Meet Title:** Building Leadership Team

**Next Meeting Location:**

## IX. Adjourn