

## SIT Meeting 12/12/18

Members present: Paul Irvin, Emily Fox, Caitlin Burnette, Greg Tucker, Melanie Pitrolo, Spencer Terry, Wendy Jensen, Will Thrasher, Heather Brookshire

### Agenda:

1. NDA Applicant Research - Kim Yurkovich
2. Start time and morning announcements (Burnett)
3. SMART Lunch (study hall location, study skills group, peer tutoring, stress reduction activities)
4. Exam schedule options (Brookshire)

### Minutes:

1. Kim Yurkovich presented her data on application/enrollment to NDA for 2018. This was part of her Masters program at Western Carolina and is information we may use in marketing our school. Ms. Yurkovich plans to share her presentation at a future staff meeting.
2. Caitlin Burnett brought up concerns about morning announcements and class start times. We will begin announcement promptly at 8:20 with transition to class at 8:25.
3. Student survey results- Quiet 'study hall' room will be provided for student use for academic study starting 2nd semester during SMART Lunch. Peer tutoring will also be provided by department. Some content areas are already providing peer tutoring (math); this qualitative approach for support will be structured within departments. Stress relief week will be prior to fall semester exams. Mrs. Brookshire expressed interest in Smart Lunch time being utilized for structured and targeted review for final exams.
4. Final Exam schedule choices: Exams are Jan 15-18 and run concurrently for periods 1-4. The team decided to utilize the afternoon class time (following exams) for review for tests to be given the following day.