**BIT Meeting Minutes September 16, 2009**

**Members Present:** Val Capel, Clausene Carlson, Craig Hoekstra, Michele Randle, Katie Wilson

**PA 25**: Review of school improvement as mandated at state level

**NCA One-Page Plan**

* Reviewed district one-page strategic plan
* Discussed initial NCA visit to district in November
* Each building needs to review/complete SAR (Standard Assessment Report) to prepare for the NCA visit. This will be done at Hamilton Elementary’s October 6 staff meeting.

**BIT/Annual Report Goal Review**

* Craig shared current building improvement plan
* Members will review for further discussion in October or November

**Coming…Staff Meeting and SAR Review**

* All teaching staff will be receiving a copy of the SAR for preview prior to October 6 staff meeting.
* More information will be coming soon.

**Next Meeting:** October 14, 2009 4:00 p.m.