

**Hazelwood Elementary School  
School Improvement Team**

**Meeting Minutes  
September 3, 2015  
3:15 pm**

Members Present: Wendy Rogers, Nicole Revis, Lee Messer, Sarah Souderes, Sandra Smith, Mandy Williamson, Kristin Buff, Rosemary Rogers, Casey Conard, and Kathleen Morgan.

Title I Staff Present: Becky Pope

SIT members reviewed four documents:

- School Improvement Plan 2014-16
- Four Key Roles of Parent Involvement
- Comprehensive Needs Assessment 2014–16
- School Prioritized Plan

The documents were reviewed through the lens of the HES Academic Needs Assessment in order to make sure we are targeting our identified needs.

Notes submitted by: Becky Pope