

BHESA Site Based Management Team Minutes 11/25/17

Attendees

Essentials	Denise Leon
Kindergarten	Megan McCarver
1 st grade	Sara McDaniel
2 nd grade	Melanie Pofahl
3 rd grade	Kerry Plyler
4 th grade	Aime McCall
5 th grade	Jessica Anklin abs John McAuley

EC	Kati Carbonaro
Federal Programs	Patricia Medina
Teacher Assistant	Beth Suarez
Administration	Dr. Candice Boatright
	Mrs. Yubely Zolke
Essentials	

P a r e n t s	Whitney Massey Hinton
	Christina Parker
	Amanda Alvarez
	Martha Gray
	Kelly Stegall
	Matthew DeForrest
	Tiffany Pratt

<u>What</u>	<u>Who</u>	<u>How Long</u>
Approval of 8/23/17 minutes.	Zolke	3 min
Team Roles Chair (collect agenda items, run agenda, close meeting): Kerry Plyler Time keeper: Melanie Pofahl Secretary: Zolke (McCall)		5 min
School Improvement Plan Dr. Boatright shared with the team the current School Improvement plan and asked team members if there was anything in the current plan that we consider the school should continue or change. The team discussed and agreed to not make any revisions to the current school improvement plan.		5 min
BHESA Mission and Vision Dr. Boatright asked the team to revise and discuss whether or not to keep the same school mission and vision		10 min
AdvancED Accreditation Dr. Boatright shared with the team that our school will go through accreditation this school year. She shared how the accreditation process looks like and what type of elements they look for.		
Dismissal Procedures Cafeteria Procedures Cafeteria noise level is high. Teachers are not diligently supervising the cup system therefore students are loud. The idea is to have music on an off in which students eat quietly while the music plays and socialize while the music is off. The team welcomed the idea to have music in the cafeteria. Dr. Boatright suggested to give the idea to school environment team so they select the music. The Site Based team decided to implement music in the cafeteria.		
Staff Attendance Dr. Boatright is concerned with the high number of absences in our staff. Staff is missing a lot of days. A full planning day is coming and she gave the option to PLCs to have a full day of independent work or a full day or PD. She asked for feedback from each PLC.		
Parking Keep it as it is or assign parking spots. Site based proposed and approved to no park at the front gravel lot and visitor parking spaces.		

Grade level/Department Concerns-----SEE BELOW for CONCERNS NOTED				
Kindergarten ➤ Clarify new playground will be handicap accessible.	3 rd Grade ➤ none.	EC ➤ None		
1 st Grade None	4 th Grade none	Federal Programs ➤ None.		
2 nd Grade ➤ Specials before 2nd grade needs to pick up kids on time.	5 th grade ➤ Lunch schedules. Having 2 classes coming in at the same time is affecting the time students eat. students are eating in about 15/10 minutes.			
	Essentials ➤ None.			
	TA ➤ None.			
Discussed and Brainstorm: 3rd grade teachers stand with students in line at dismissal and do not allow them to talk to each other while they are on the line. This has reduced the time to 5 minutes in the line.				5 min