

**CATA Site Base Meeting
Wednesday, November 18, 2015
Minutes**

Old Business –

Minutes were approved from the September 2015 Meeting

Biology Club was approved. Motion made by McKain, 2nd by Helms, motion carried

Fencing Club was presented and information provided regarding interested, sponsors, etc.

New Business-

10 Year Anniversary of CATA – discussion ensued regarding what formal plans, if any should be made at CATA to commemorate the 10 anniversary. There is not a procedure or protocol for UCPS schools. There were some discussions about how and whether to and acknowledge it at regularly scheduled event and activities and places where is could occur simply and without cost. . There is not a budget for 10th anniversary events. The committee felt that while important and notable, there was not time or money or interest in forming a committee for the purpose of establishing 10th anniversary event.

10th Anniversary Composition for Band – the band director requested approval to write compose a 10th anniversary piece that the band would be involved at a learning experience. It would benefit them on the composition, production and execution levels providing great experience. He has contacts with companies and all necessary to take on this task if approved. Cost would be \$2,500.00. The SITE team discussed this proposal and while believing it to be a great opportunity and learning experience felt that the cost was not doable. Fisenne motioned not to appropriate money to for a 10th Anniversary Composition, Suresh 2nd. Motion carried.

Grading Periods – 6 versus 9 weeks and progress versus no progress reports. A discussion was held regarding how we communicate and report grades and progress to the students and parents and if moving from a 6-week reporting time frame to a 9 week would have merits. Power school, email, and verbal communication and regular discussions occur regularly so that students and parents are able to stay up to date on grades and progress. Advisory at CATA also provides communication and students are given time and encouraged to check power school and canvass regularly to stay up to date and learn to become their own advocate. Time requirements as well as shorter windows to amass grades can challenge 6 week reporting structure. A nine-week structure would lessen time and increase grades by which to measure progress.

Questions whether the reporting needs differ at the elementary, middle and high school level to allow earlier identification of a need for additional support. Power School and Canvas are tools that provide for greater day-to-day communication to students and families on a formal basis. Changing 9 week reporting would make it more crucial for staff to enter grades on a weekly basis so that student/parent/staff could see needs earlier than later in a 9 week reporting period. It would lessen some paperwork moving to 4 rather than 6 times doing progress reports. Another question discussed is are written progress reports needed with all of the communication and daily/weekly reporting tools available. There was a discussion about identifying students who do not have internet at home and provide regular communication via paper reports, telephone, etc. as needed to keep everyone up to date and to provide excellent communication and tools to all at CATA.

There being no further discussion or business, the meeting was adjourned. McKain made the motion, which was seconded by Helms. Motion carried.

Next meeting – January 13, 2016
Minutes submitted by Kathie McKain