

## Site Base Agenda: 10/25/17

### 1. Attendance:

Present: Amy Hartig (TA), Lauren Adams (1st), Kirsten Erving (2nd), Mindy Jenkins (4th), Tracey Shoepner (EC), Jaimi Wahl (Parent), Betsy Arndt (PTO), Rachel Seighman (Administration), Maegan Sloan (Specials), Stacey Elizondo (3rd), Polly Rowell (K), Karen Cameron (5th)

Absent:

### 2. New Business:

\*Wedding Bells for Ms. Hackney!!!

\*Mrs. Shulman: Wants to sell Fairview beach towels to students before Spring Break. They would go on sale Friday, Feb. 26, and all orders would need to be turned in by Tuesday, March 6. This way we have them in time for the order to be processed so we send them home with students the week of March 26<sup>th</sup>. Can you ask them how much would they spend on a school logo beach towel? I do have pricing from one vendor but I am looking to get more to compare. No more than \$15 depending on how much it costs from the vendor

\* I love that Boosterthon raises so much money for our school and it really is just a short period of time. Is there any way to move it to after the first report card goes home? It is a lot to deal with the first 6 weeks. I think the weather would still be nice in November or February might be good! (Betsy/Mindy) We don't get to pick a date-they know we want to push it back but it's up to them. They know we would like end of October/beginning of November. Unless another school gives up their spot we can't move it. There is an option where they don't come at all-teachers show the video. There is also an option where we could do the run. If we are doing more of the work could we look at moving it then. The issue with moving to another thing-is the time and getting the people in.

Survey coming soon-for teachers for Boosterthon

\* We have so many assemblies and meetings and screenings and conferences and tests scheduled during the first 6 weeks. It is making it very difficult to get any teaching done. I know there is a lot to go over during the first 6 weeks, but I feel like we are being pulled in a million directions and have no time to actually plan or work with the kids. Is there any way to spread things out a little more? (Mindy) Sometimes over the summer when things are being scheduled there aren't very many dates-but next year we will be more careful about dates. There are certain expectations from Central Services as far as Bullying Awareness month, Veteran's day that need to be addressed during a specific time.

\* The required staff meetings on days other than Wednesday are very difficult. Several of us have school sanctioned clubs that we schedule around having staff meetings on Wednesdays.

So when those meetings get moved to other days, it's extra hard for us because we have upwards of 30 kids that are also affected. (Mindy) Those have been given to us—we haven't picked those. Be sure to be looking at the yellow dates. Write those dates in your calendar. Just let Kelly know if there is something that comes up but it is an expectation that we will be there.

It is hard to schedule conferences when we have any afternoon meetings—it would be nice to have time set aside from the office where we don't have any other meetings during that time.

\*What is the money raised from Monster Mash being spent on? With all of the conversation about how the Fun Run money should be spent, we should also discuss how the Monster Mash funds are spent. (Stephanie)

\* I would like for Site Base to rethink the idea of having so many middle school students at the Monster Mash. We got \$1,300 and there was plenty of candy this year. No decision has been made of what the money will be spent on. Talk to our teammates about what they would like to see the money spent on.

-Iready licenses or add on license for the reading program

-Possibly tutors

Kids showed up that were not on the signup genius (JR. Beta Club though Piedmont) Maybe they could come earlier and then have a mini training. There might need to be a contact person a volunteer coordinator that is on the committee. First decide if the staff members people coming then open it up to the committee.

One grade level rotates off and that way one grade level always knows what is happening.

\* Can we have a representative from Toshiba come and talk to us about the correct ways to use the printers along with troubleshooting tips/ ideas? No one seems to have been taught how to properly use the machines and they are constantly broken because of it. (Stephanie) They are working on possibly getting our school new machines. They think everything has been fixed. We could send copies to the D Hall or the office printer. You can add a printer yourself. **\*Heather can you email that document to us\***

If training that is done could parents who regularly run copies be part of the training.

\*We have a few students that are perpetually late (sometimes more than 10 minutes) to car line. Please make sure you know where your students are and that they are getting to the right place at the right time for dismissal. One student in particular is late to car line every day and his/her ride is usually one of the first in line so it has to wait on him/her. This in turn holds up the entire car line. Share this with your teachers and classmates. Maybe the

door could be locked in the classroom as you go off to the bus lot. But they stop to get water/bathroom all kinds of things.

\*Lockdown outside-do we still climb the fence? How do we know if it's a person outside the school or someone inside the school? Our Code 500 is very vague-getting clarification through the county. We could also use our common sense. Is there a way for parent volunteers and subs to know that. Maybe that is something we need to include in our sub plans.

We aren't supposed to pull the parents in the room-because we don't know if it is the parent that is the problem. We don't want to advertise it on the announcement.

\*A school wide consistent grading system with EC students. (Tracey) Whatever work that is done is tried to send back down to the student every few weeks. We could use the grades as we see fit. Tracey collects data for the IEP but not necessarily grades. It is up to administration. For K-2 check that they are working below grade level but unless they are working below what they are supposed to be working at. Mark that they are working below grade level and put in the comments see IEP progress report for a more in depth report.

\*This needs to be made more clear\*

\*Parents who are picking up children early could they wait in the hallway instead of coming in the room to get them? We used to have a sign that said during instructional time please wait in the hallway if you come for lunch, or pick up early. Was this a parent that was volunteering or was this a parent who was just coming to sit? That is a work in progress.

\*The intercom doesn't come out on both speakers on the playground so if the called person is outside we can't hear it unless it's said multiple times. They are going to put a work order in. A walkie talkie could be an option. If the office staff would give it a minute before they say the name or say it twice.

\*The lunch away from campus is fabulous but 45 minutes is hard to get somewhere, order, and get back. Is there anyway it could be an hour?

They will definitely look into it.

The crosswalk never got repaved but a work order has been put out. Maybe a car rider line document needs to be sent out to parents at the beginning of the school year. Curriculum Night being tied in with Open House if your child is a car rider you have to attend and then you need to signed expectations sheet.

Keep your number up until after the child is in the car. If a parent doesn't have a number they should have to park and get a number-but that is not happening.

**Old Business:**

**\*Fun Run update: tabled until the November meeting**

**Next Meeting: 11/29/17**