

Site-Based Committee Meeting Minutes

Parkwood Middle School

3219 Parkwood School Road

Monroe, North Carolina 28112

October 24, 2013

3:45 pm

Committee Members:

Lisa Chapman, Media Coordinator, Chair	Jeff Kraftson, Principal
Susan Rodgers, Assistant Principal	Dan Edwards, Assistant Principal
Darleen Morris, 6 th grade teacher	Amy Pighin, 7 th grade teacher
Michelle Melton, 8 th grade teacher	Nicole DePietro, Related Arts teacher
Kelly Pitts, EC teacher	Shauna Camp, Assistant
Allison Bolen, Guidance	Dierdra Bortny, Parent Representative
Sabrina Clontz, Parent Representative	Debbie Gaither, Parent Representative-not present
Kristi Tyson, Parent Representative	Lisa Starnes, Parent Representative

Welcome/ Moment of Silence:

The meeting was called to order by Lisa Chapman on Thursday, October 24, 2013 in the Parkwood Middle School Media Center. Lisa Chapman welcomed everyone and a moment of silence was observed.

Approval of Minutes and Agenda:

The last month's Minutes were approved as written.
The current Agenda was approved as written.

New Business

Appointments

- Ms. Nicole DePietro was appointed secretary.
- Ms. Lisa Chapman was appointed Chairperson.
- Mr. Edwards will act as time keeper when necessary.

Minutes submitted by Nicole DePietro

Educational Opportunity Form

- Ms. Chapman presented the new Educational Opportunity Form.
- Mr. Kraftson discussed how an absence must be tied to the Common Core Curriculum in order to qualify. He clarified that while there are appropriate reasons why a parent would have their child miss a day of school, we are beholden to the county guidelines on whether or not we can count it as a lawful absence.
- Mr. Kraftson stressed the importance of confidentiality when discussing student information including absences. He asked for views on whether or not educational opportunities should continue to go through site based or go directly through the principal.
- Ms. Chapman pointed out that most schools do not have educational opportunities go through site based – they are approved through the principal.
- Mr. Edwards brought up that having it go through the principal would make the process more time sensitive. Ms. Bortney agreed that this would be better for parents to know quickly what the decision would be.
- Ms. Chapman moved that Educational Opportunity Approval be at the discretion of the principal. Motion was seconded and carried.

Uniform Policy

- Dress down days come up as fundraisers, Renaissance Rewards, etc. Before we have any dress down days this year Mr. Kraftson would like to review the dress code for Dress down days.
- Mr. Kraftson brought up the inconsistency in the fact that we do not allow students to wear flip-flops on uniform days due to safety; however we do allow them to wear them on dress down days as the policy is currently written.
- Ms. Pitts pointed out that there is nothing stating that students cannot wear yoga pants or pajama pants. While it does state “no leggings” it may be better to clarify that they cannot wear yoga pants either.
- Ms. DePietro motioned that Ms. Chapman will add yoga pants and flip-flops/open toed shoes to the list of prohibited items and will change “No shirts without sleeves” to “All shirts must have sleeves”.
- Mr. Kraftson said that we will discuss the uniform policy at a later date in the school year.

Meeting Dates

- Mr. Kraftson proposed that we meet on Thursdays each month and make every effort to keep the meeting to no longer than one hour.
- If your grade level wants something brought up but does not want the committee to know which grade level it came from you can email the issue to Ms. Chapman beforehand. Otherwise, issues can be brought up during “stakeholder concerns”.

- In the event the meeting falls on a day we are off or have a workday we will reschedule the meeting accordingly. We will try to start each meeting at 3:45.
- According to site-based guidelines our contact information must be available online. All contact will be made through e-mail.

Stakeholder Concerns:

Various stakeholders shared items for discussion. All items discussed were administrative items that will be addressed by school administration.

Adjournment:

The meeting was adjourned at 4:51

Next Meeting:

November 21st at 3:45 PM