

# **SARDIS ELEMENTARY SCHOOL**

## **Site Base Meeting**

Date: 3/15/2018

### **SIT Members Present:**

<b>Kindergarten-</b> Nicole Skeen	<b>Principal-</b> Theresa Benson (attended virtually)
<b>1st Grade-</b> Charlise Huntley	<b>Assistant Principal-</b> Kevin Beals
<b>2nd Grade-</b> Dee Cochran	<b>Parent Representative-</b> Tiffany Nelson, Connie Carroll
<b>3rd Grade/ SIT Chair-</b> Josephine Maness	<b>Instructional Coach-</b> Natalie Brucia
<b>4th Grade-</b> Lori Stalcup	<b>Interventionist-</b> Amy Valvo
<b>5th Grade-</b> Angela Gaio	<b>Related Arts-</b> Shannen Adams
<b>EC/PreK Team-</b> Jennifer Cooper	<b>TA-</b> Jennifer Myers
<b>School Counselor:</b> Cynthia Vanderlip	

### **Agenda:**

<b>Staff/ Grade Level</b>	<b>Agenda Items</b>	<b>Notes During Meeting:</b>
Admin.		TB comments to corresponding items per grade level
Pre-K	<ol style="list-style-type: none"><li>1) Just a reminder that it's good community to make sure that your class cleans the tables and sweeps before the next class arrives.</li><li>2) Can music being switched to something with a consistent volume?<ol style="list-style-type: none"><li>a) Grade level teachers need to bring walkie-talkie to the cafeteria. This way if a teacher</li></ol></li></ol>	<ol style="list-style-type: none"><li>1. Common courtesy. However, there may be extenuating circumstances. Ex. Was there a sub that day?</li><li>2. TB has reached out to Mr. Wagner to create CD's with consistent volumes.</li><li>3. TB has reached out to Ms. Valvo to monitor and problem solve the Safety Patrol</li></ol>

	<p>needs to contact the office, they are able.</p> <p>3) We've noticed a decline in the effectiveness/attendance of the Safety patrol. What is the status of that program at Sardis.</p> <p>4) What is the staff cleaning responsibility versus the custodians with regards to the cleanliness of the bathrooms (both group bathrooms as well as classroom bathrooms)?</p> <p>5) When parents sign their kids in tardy during the day (after the 8:15 bell) that the office not send the parent to the room unannounced and interrupt instructional time. This has happened twice this week.</p>	<p>Attendance and Effectiveness.</p> <p>4. Mr. Beals: In the classroom, if there is something during the day, radio for a custodian during the day. In the group bathrooms, we need to do a better job monitoring when our students finish at the bathroom. Perhaps have bathroom monitors do a quick peek through the bathroom to make sure it's not a mess.</p> <p>5. If parents are going down to the classroom at any time, a phone call should be made to see if teacher is available and/or aware that the parent is coming to classroom. If after 8:15, instruction has begun. Parents <b><u>should not</u></b> be going to the classroom. The office is busy at times, this may have occurred without the office staff having knowledge. Beals: will have a conversation with office staff to review safety protocols.</p>
K	<p>1) Students being let out of the cafeteria without enough food on their plate. Ex. Sweet potatoes and pears (that is all)</p> <p>2) Soccer shots: Can they go down another hallway or rotate hallways when it rains? They are always in our hall and we have to dodge the ball and the noise after school.</p> <p>3) Is there any way to avoid splitting classes every time a sub job isn't picked up? Can an assistant cover?</p>	<p>1. This has been brought to Ms. Thompson's attention. Mr. Beals will discuss Ms. Thompson's response</p> <p>-Gaio said she will talk to 5th to leave 2-3 students in the cafeteria after lunch to help kindergarten students get their food.</p> <p>2. Soccer Shots has always been placed in the K hallway if it rained. With After-School using the gym and cafeteria, a hallway is the only other dry area to use. However, if the Bus overhang area outside of the doors does not have blowing rain, that may be a</p>

		<p>solution. Otherwise, we may need to stay flexible and use alternating halls. Please discuss viable options. TB</p> <p>-Team discussed that we are willing to alternate hallways when this happens.</p> <p>3. If the assistant covers, sub pay is required for them. Students could be split for Reading and Math mini lessons, then return to the homeroom class for TA to continue the remaining plans. Students with a sub/TA must get the same quality instruction as other students. Please discuss. TB</p> <p>- Team discussed. This will depend on the grade level as well as the substitute in the classroom.</p>
2nd		
3rd	<p>1) Lower grades (typically 1st) are sending their students to the bathrooms with a buddy on the 3rd grade hallway. They have to be spoken to often.</p> <p>2) With the redistricting, are we losing a lot of students?</p> <p>3) Can a paper with the “bus number” be posted in the bus when it changes? Rather than multiple announces being done during instructional time.</p>	<p>1. All Grade Levels- Buddy System Always and reiterate expectations at the bathroom.</p> <p>2. It does not seem so. We are losing the neighborhoods on the other side of 74, but will gain the remainder of Suburban Estates. We also do not know the number of students that may look to stay through grandfathering/transfers, etc.</p> <p>3. We used to have that system. With new Supervisor, it seems to have disappeared. If the Transportation Department gets the changes to us in a timely manner, we could implement this, when necessary.</p>

		<p>-Team suggested a sign with a magnet that could stick on the bus. Will look into.</p> <p>-Another suggestion was to more clearly mark bus slots, and teachers could do a better job at the beginning of the year to let students know which slot is there, no matter which bus number is in the slot.</p>
4th	<p>1. Reflector for staff lot-any progress with this?</p> <p>2. Can we usher kids quickly through breakfast? They seem to be getting later and later</p> <p>3. Baked chicken in the cafeteria is TINY chicken- hardly any protein for students.</p>	<p>1. Sharon has gone to Walmart to find reflectors, but did not have luck. She is going out again today to see what she can find.</p> <p>2. Procedure in place is that after 8:10, a bag breakfast is given to student and sent to class. Students eating are quiet and given a time period to eat and then to class. Late buses can stop up that procedure, though.</p> <p>-Team discussed. We are wondering if this is more about late buses. It seems that the buses are getting here later on a more consistent basis. Beals will contact transportation about this issue.</p> <p>3. Beals will talk to cafeteria manager.</p>
5th		
Specials:	Field Day update: there will be 14 stations, they will last 10 minutes each. Ms. Adams will be giving information to staff soon.	The team discussed this issue, and with concerns about cold. We will be moving the Field Day to May 25th. If there is rain in the forecast, we will move Field Day to May 24th.
Assistants		
Additional: Comments		

**Next Meeting: April 19th**