**Date: January 8, 2018**

**Present:** Mary Camp (K), Kim Castner (1), Emma Archibald (2), Paige Warner (3), Amy Sperry (4), Brandy McHan (5), Angela Stephens (TA), Natalie Marinelli (Support Staff), Keith Koteles (Special Area), Laura Gaddy (Admin.), Stephanie Hunter-Brown (Admin.), Karen Crane (Parent), Vincent Esposito (Parent), Pam Karkow (Parent), Harvey Bagshaw (staff rep.)

**Absent: N/A**

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| **TOPIC** | **PRESENTER** | **NOTES** | **NEXT STEPS/WHO’S RESPONSIBLE** |
| Welcome  | Gaddy | Mrs. Gaddy welcomed the team and thanked them for their flexibility in meeting dates due to weather closings.  |  |
| AdvancED | Gaddy | UCPS is going through AdvancEd accreditation this year. The process is different than it was 5 years ago. Staff, student, and parent surveys have been completed for each school. Our next step is to take the data from the surveys and put the information into a “School Quality Self Assessment”. The team analyzed our school data from the surveys and completed the diagnostic.  | Mrs. Gaddy and Dr. Hunter-Brown will alert the team with AdvancEd updates. |
| Next Meeting |  | February 21, 2018 |  |