Site Base Meeting 8/23/13

Present: Laura Gaddy, Harvey Bagshaw, Alicia Swann, Wendy Wortha, Jennifer Sain, Kristin Hinds, Karen Hodges, Jane Lucas, Sarah McMackin, Cinda Gatrell, Carolyn Nichols, Donna Joye, Janet Kamenick

Not Present: Beth Diggs

Roles of Committee Members:

Wendy Wortha and Harvey Bagshaw will serve as Co-Chairs, and Kristin Hinds will record minutes from meetings.

Safety Patrol: Presented by Alicia Swann

Ms. Swann and Ms. Nichols will organize a safety patrol team. Eligibility for the team would be a C average or above, a recommendation from their fourth grade teacher (excluding new students), or a recommendation from another adult in the school. Students would be stationed in the halls to help with traffic control in the morning. There will be 15 students each semester: 12 posted in the halls, with three alternates. Belts, badges, and ponchos have been purchased for the selected students. Introductory letters will be given to all fifth grade students during the first week of school with information, recommendation instructions, and parent permission forms. Ms. Swann would like the safety patrol to be in place by the end of September. There will be a plan put in place for cases of safety patrol members with office referrals, and cases of too many tardies. Specifics for this plan will be determined before the start of the patrol.

Class Parties:

Ms. Gaddy proposed that we cut down the number of classroom parties this school year. There would be one party each semester, a holiday party, and a party around the time of spring break. Classroom activities that correspond with curriculum will not be considered parties, as they will not be open to all parents and visitors. Dates will be chosen by the site base team for the school wide celebrations, and an announcement will be made at the end of the celebration thanking parents for coming, which will ensure that cars are removed before dismissal. We will continue to separate parties into two separate days: In the winter, K-2 will have their celebration on 12/20, and 3-5 will be on 12/19. In the spring, K-2 will be 4/10 and 3-5 will be on 4/11.

Dress Code:

Ms. Gaddy has done some research on dress codes from other elementary schools in the county. Although the student agendas for this year have already been printed, we plan to send home a parent letter with more specific guidelines for student dress. The guidelines discussed in today’s meeting will be typed by Ms. Wortha and will be distributed through classroom teachers.

Tardy Policy:

The county policy for tardies cannot be changed. In the county’s eyes, any late arrival or early dismissal counts as a tardy, whether excused or not. After 10 tardies, there is to be a conference with parents, and after 20 tardies, a family can be taken to truancy court. We will try to reinforce this policy and keep better track of tardies this year.

As of now, students serve a silent lunch for each tardy after five. This number resets to zero at the beginning of each semester. For the 13-14 school year, we will do away with this silent lunch policy, but will have a “tardy book,” in which a student would only establish a page upon their first tardy. After the first tardy, each one would be documented on that page, so that a faculty representative can call parents after a certain amount of tardies.

We will ensure that breakfast shuts down at the documented time, so that students who actually arrive at school on time, but take too long at breakfast, will not arrive to class late. Students will have to be IN the cafeteria by 8:00 to be served breakfast. (The only exception to this is if a child arrives on a late bus – they would still be served.)

Ms. Gaddy will make a connect-ed call, informing parents of our start time, and requesting that students are in the classroom by 8:15, so they are not missing instructional time.

Technology Reboot:

We have been given 300 netbooks from the county. It has been determined that every fifth grader will have a netbook available to them, and the fourth grade will be allotted 2 carts of netbooks to share. Second and third will also share 2 carts per grade level, and K-1 will have four per class for centers. The remaining will be given to EC teachers to work with students, and placed in the media center for checkout.

We are responsible as a school for purchasing carts for the netbooks as we see fit. Ms. Gaddy would like to see Ms. Rustman receive a Promethean board for her room for student use. The PTO has reserved some funds for technology needs for the 13-14 school year, and needs will be determined before purchases are made.

School Time Music Performances:

Cinda Gatrell proposed that we do additional performances of the musicals for the school during the day. Ms. Gaddy responded that if someone puts together a proposal for times and logistics, she’ll be glad to consider it. Ms. Hinds is on board as long as it doesn’t greatly interfere with instructional or specials times.

Required PTO Attendance for Teachers:

For the 13-14 school year performances, teachers will be responsible for attending a total of two performances (their grade level performance plus one more). This could be any combination of PTO nights and non-PTO nights. Ms. Hinds will be glad to give you clarification on this if you would like.