

Site Base Minutes

September 14, 2011

Those who attended were: Bill Breckenridge, Laura Gaddy, Maggie Harris, Lynn LeFLore (Co-Presidents), Lisa Kokoszczyński (Secretary), Wendy Wortha, Matt Colby, Dan Martelle, Lisa Rushing, Bo Mielczak, Cindy Gatrell, Donna Joye and Janet Kamenick (Parent Representatives).

Concerns/Ideas/Thoughts From Last Year: Administration bought Character Trait posters. They are black and gold! The posters will be placed where the students can see them daily. We are thinking that we could add a Character Trait poster each month and let it accumulate during the school year.

School Improvement Plan: The Leadership Committee modified the School Improvement Plan for this year. The following changes were made:

- To train 1st grade assistants to provide LLI instruction to at risk or below grade level students.
- To use parent mentors to provide additional support to our struggling readers.
- To promote and participate in Fuel up to Play 60
- Various school funds used to purchase Activboards, Active Expressions, and Active Slates.
- Partnership with local church that provides food for the weekend to needy students.
- To give referrals to needy students to the Matthews Help Center.

*You can find our School Improvement Plan on the Stallings website. We voted on the new changes and it was accepted.

Staff Development: We discussed whether or not to come in on the Wednesday before Thanksgiving, or one of the two Saturdays in November. There are still a couple people that need to vote so after those people give their choice, Mr. Breckenridge or Mrs. Gaddy will let us know the final decision.

Grade Level Concerns: a grade level brought up tutoring. The only requirement is that we have to tutor. How we tutor (whether it's individually, rotating as a grade level,

morning/afternoon) is up to the teachers. Just let Mr. Breckenridge know what the plan is. We will start tutoring in the beginning of the 2nd six weeks.

One concern is parents walking upper grade students to their classroom in the morning. Is there a policy? We offered suggestions such as talking with the individual parents or to write a letter as a grade level.

Another discussion was teacher assistant duties in the morning. Cinda will gather the assistants and create a one month block schedule if you would like to switch your duty.

We discussed the issue of how at the end of the year, some teachers send headphones home and some teachers keep the headphones here. The decision was to **SEND THE HEADPHONES HOME AT THE END OF THE YEAR!**

Monday through Thursday is covered in the library for students to come and check out books. Friday is NOT covered yet!

A parent representative asked about the new ABCD rotating special days. Please make sure you communicate with your parents either in a calendar, agenda, or moodle site. Bo has a nice template that you can just copy.

The next meeting will be on Wednesday, October 26, 2011

Submitted by Lisa Kokoszczynski