

SITE BASED MEETING – Unionville Elementary

November 21, 2013

2:30 – 4:00

Present: A.Melton, S.Voncannon, T.Swackhamer, A.Coble, W.Griffin, K.McManus, D.Rushing, M.Brock, H.Strack, S.Fisher, S.Long, S.Rushing, M.Bruce, E. Hinson

Minutes taken by Bruce

1. Call to order, Melton

Meeting was called to order. Minutes are on the website. Minutes from the previous meeting were approved.

2. Barbecue Budget, VonCannon

Mrs. VC went over the bbq budget. She presented a summary of costs and miscellaneous expenses were gone over. Total brought in from bbq was announced. Mrs. Long asked the question if Child Nutrition was included. It was not. Child Nutrition's payment for services and food was not included yet. Mrs. Long calculated the cost of the stew. It costs double the amount to make stew as compared to the price to make the barbecue. Ticket prices may have to increase next year. The grocery bill has increased this year. This year we paid for a little more meat, but that increase was not very much. There was discussion about other options for helping increase the profit, such as decreasing the size of the bulk stew container since the stew is expensive to make.

Items to be considered with money:

- Zaner-Bloser handwriting paper K-1
- Projectors for boards – 4 currently out
- Bulbs for projectors -
- Big books/reading materials for SPLASH
- Microwave for cafeteria -
- Underpinning for mobile units
- Card readers for end wings
- Time for Kids magazines
- Tutoring support
- Materials for history wall
- Additional digital sign/car rider line
- Walkie-talkies for playground
- Classroom allotments

Mrs. McManus asked if we could remove the walkie-talkies from the list because all teachers have access to cell phones during that time. They could use their cell phones to call the office in the case of an emergency.

Regarding the underpinning for the mobile units, they all may be used for classrooms next year. It is possible that the county may provide for needed improvements for the mobile units. The doors will be painted. Underpinning would prevent safety issues as playground balls roll under the units sometimes. They also need carpet.

Several items on the list are very important to Mrs. VonCannon. The History Wall is one item that she would like to happen. Maintenance will hang pictures and help put things together. Possible costs would be framing and purchasing shadow boxes. In compiling memorabilia for the history wall, we will focus on events rather than highlighting particular people.

Another item that Mrs. VonCannon feels is important is an additional digital sign that would be visible to parents in the car rider line. The current digital sign is located at the bus driveway (which used to be the car rider line.) It would provide communication from the staff to the parents. More than half of the students are car riders, especially in the mornings. Mrs. VonCannon will get a quote for a digital sign.

Classroom Allotments - In the past, teachers would have an allotment of money that they could spend for their classrooms. We want to be sure that these funds are being spent in the best way, and teachers don't just try to find a way to use up their allotment. Mrs. VonCannon wants this money to be spent in the best way to impact kids in the most effective way, such as employing additional personnel. Many classrooms also need better pencil sharpeners. Some classrooms would also like an external DVD drive. These are \$29 each. We will order a few more per grade level.

The bulk of the money will be spent for tutoring support. At this point, we have money to employ additional help, but are looking for a highly qualified tutor.

Each grade level needs to let Mrs. Edwards know the products they need. They should have the ordering information (such as a catalog, item number, price.) These are to be completed by Friday, December 6, 2013.

We will order Time for Kids for the grade levels that want it. We will also provide a good pencil sharpener for each classroom.

3. Copy Paper Usage

Mrs. VonCannon does not want us to make unnecessary copies, but does want us to have what is needed. We have gone over our copy allotment for the year. Mrs. Laney will bring each teacher a box of paper. When that runs out, see Mrs. VonCannon.

4. Other Concerns

The bushes around the track have been cut back. Originally the bushes were put in to protect students from cars and keep balls in the play area. The bushes became a safety concern as they became overgrown as people and animals can hide in the bushes. When they were trimmed, Mrs. VonCannon became concerned

that too much was removed. They decided to only trim back the bushes on the other side. Some of the bushes that were removed have been replaced. The 16-18 feet bushes were cut back to 6 feet. The entrance area around the digital sign is now more defined.

Regarding the blue monkey bars on the front playground, several bones have been broken from playing on the monkey bars. Maintenance almost took them out, but it was decided to keep them. Miss Card will do a lesson on playground safety and what types of behaviors are allowed and appropriate on the monkey bars. Kindergarten students are not allowed to use the monkey bars.

If you have concerns, please see Mrs. VonCannon directly. She will be glad to discuss possible changes or suggestions.

5. Goal Team Questions or Concerns

Safety – Mrs. McManus. There is concern about the playground area and a fence. Students with special needs do not have many things to play on. We may need to move the handicapped swings or purchase additional handicap swings for the back area. Also, we need a telephone in the cafeteria so that we can contact the office.

6. Future Business

Question – Can we think about moving the copier/printer to another location? The copier in the literacy lab is sometimes available due to meetings being held there.

This copier will be moved to the teacher workroom so that it will be available at all times.

7. Adjourn

Meeting was adjourned.