

Site Base Meeting Minutes

March 1, 2017

Members Present: Dr. Sharyn VonCannon, Jodi Robinson, Janice Ceresnak, Mika Bruce, Lori Brooks, Stephanie Price, Courtney Luce, Georgia Yelton, Holly Strack, Janice Ceresnak, Kristen Cooper, Erin Hartsell, Matthew Noonan, Todd Swackhamer

PTO Board Updates

Construction will begin on Monday for the outdoor classroom. A diagram was presented. There will be a new sidewalk added. The classroom will be accessible through the media center or by the new sidewalk. There will be a handicapped accessible picnic table under the shelter. The existing exterior doors (from the media center and music room) will remain as they are.

Volunteer appreciation week and meals from PTO - our PTO goes to a lot of effort to show appreciation to staff. Cara Tarlton will be president next year and Sarah Broadway will be VP. Kelly Simmons will assume a different role. We will add a few new members.

Assess all paid tutors and their progress/performance

Dr. VC has been working on the budget for next year. Please try to keep data on students' time with tutors so that we will be able to assess how many students have been met with and how their performance has improved. We want to be sure that our money is being spent wisely. We've had a lot of team meetings during plan time, but they are very effective and these meetings have taken the place of whole faculty meetings in some cases. Emails have been used to convey necessary information. For example, there was an email sent out asking everyone to please listen to morning announcements so that you will not have questions about what is covered in the announcements.

Summer School

July 10-27, 4 days per week, 12 days total. Unionville is hosting summer school this year. We will not be a summer site for the afterschool program.

Global Studies

Dr. Houlihan has challenged each school and cluster to come up with their identity. Part of ours is our community, but also global studies with our Spanish Immersion classes. Every child should have some kind of global component (starting with next year's kindergarten class.) We have assembled a global team which has been meeting about this. Every child should have some exposure to global activities which will be aligned with the social studies curriculum. We are taking a team of teachers back to Costa Rica July 6-13. We will work with a school and the partner school desperately would like to have an artist in the group. They would love to have a mural painted in the school. This globalization experience is the best way to help staff to understand global issues. We have 10 slots and there can be fundraisers to help with the costs. Staff will stay in a hotel this time rather than host families.

Absences and codes

It takes a secretary about 2 hours each day to code absences and tardies. We would like for each teacher to do their own to free up office personnel. We will eliminate the green folders and each teacher will do their own. This will start when the new grading period starts which is Monday, March 13. Teachers will be trained March 8 on the coding procedure. Attendance should be completed by 8:00 each morning.

Master Schedule

The schedule for this year with C-SPAM has worked well because staff can help while teachers have meetings, etc. Staff members will work together to finalize the master schedule before summer break. Teachers should get feedback from their grade level to determine if their schedule worked well. A representative from each grade level is needed for input in setting the schedule for next year. EC schedule should be considered in setting the schedule. Grade levels should identify that rep by next Friday. There will be some grade level placement changes next year. The Foundations PD is going to be on some PDPs for next year. It is very helpful and we hope to make great improvements as result of this training.

Read Across America Dress up Day is tomorrow. Teachers may wear jeans with their Dr. Seuss costumes.

International Festival is April 27. Grade levels should be thinking about what they will be present.