



Cuthbertson High School Site Based Team Meeting-Agenda



Meeting Date: Nov 8th, 2023 @ 330pm Media Center

Members Present:

Carol Alley: Interim Principal

Tara Plank: Counseling

Brooke Boucher: Science/Site-based chair

Brian McLamb: CTE

Jennifer Johnson-Hill: Fine Arts

Lisa Helms: World Language

Gary Williams: Math

Benjamin Smith: Social Studies

John Ponikvark: English

Seth Fishman: EC

Jeff Buseick: Health and PE

Leigh Cushing: Paraprofessional

Davina Lausen: Parent Representative (10th)

Ms. Mala-Freeman: Parent Representative (11th)

Jackson Weiser: Student Representatives (Jr. Class President)

Topics/discussions:

→ [Oct Minutes](#)

-October meeting notes approved.

→ [Nov Presentation](#)

◆ Updates from Committee Chairs

- MTSS: Math I and III will utilize CAV time to work with students who need extra support before EOC's. English II will begin to utilize the National English Honors Society for remediation. Counseling department has offered to help with dispersed students and will create SCOIR activities, especially for Math III students.
- Community Engagement: Push Grinch 5k with student body and community for 1st semester. Date is December 16th and money raised will go to new facilities including a new weight room. A toy drive will also accompany this, and these will be donated to Children's Hospital.
- Safety: Updates with camera systems throughout the building.
- Teacher support: Update and revamp of "walk-throughs". Google doc running record for teacher observations that is shared with Ms. Monteith.



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- ◆ MAC and MARC updates: Initial list has been sent to the Media Advisory Council. Initial list that has gone out has been approved.
- ◆ Emergency Plan Questions/Suggestions: Proposed fire drill changes. Currently, Upper G and F do not clear the building in a timely manner.
 - Proposed solutions:
 - Lower G exit main doors towards patio.
 - Upper G exit through stairwell doors.
 - Lower F exit through the side door behind the media center.
 - Upper F exit through the teacher entrance in the F/G stairwell.
 - Lower E exit in the main doors towards the front of school.
 - Upper E exit through the stairwell doors.
 - Mr. McLamb suggests this can be the “secondary” plan, but we need approval from the Fire Marshal and Don Novak (UCPS Safety).

Next Meeting: Dec 13th @ 330pm in Media Center