



Cuthbertson High School Site Based Team Meeting-Minutes



Meeting Date: Jan 10th, 2023 @ 330pm Media Center

Members Present:

Carol Alley: Interim Principal
Marilyn Monteith: Assistant Principal
Georgiana DeCouto: Assistant Principal
Tara Plank: Counseling
Brooke Boucher: Science/Site-based chair
Brian McLamb: CTE
Jennifer Johnson-Hill: Fine Arts
Lisa Helms: World Language
Jodi Marsden: Math
John Ponikvar: English
Seth Fishman: EC
Christine Ridge: Health and PE
Leigh Cushing: Paraprofessional
Davina Lausen: Parent Representative (10th)
Ms. Mala-Freeman: Parent Representative (11th)
Jackson Weiser: Student Representatives (Jr. Class President)
Michelle Green: Media Specialist

Topics/discussions:

→ [Dec Minutes](#)

→ Approved by Leigh Cushing and Jennifer Johnson-Hill

→ [Jan Presentation](#)

→ Topics for discussion:

- ◆ Updates on the process for ordering books by Mrs. Green.
 - Process for getting books for the library is a process.
 - Books order determination could be from student interest, staff interest, reviews, awards, age of book/Copyright.
 - If books are updated or outdated or have misinformation, Ms. Green will order new/updated books.
 - Questions from review committees need to go to Ms. Green.
 - First round review committee will get a third list tomorrow to review.
- ◆ Updates on POG 2.0 and school direction for the second semester.
 - For the spring semester POG will have increased visibility in the school, classrooms, and PLC with focus on verbiage (community understands the “why”).
 - How will we do this? School wide posters (same posters we did in “band teams” during January staff meeting), teacher “cheat sheets”, homeroom poster trackers.



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◆ Updates on Subcommittees

- MTSS: EOC review will continue during the Cavalier Period. Attendance recovery has been running daily in the morning and afternoons and will continue to run through next week.
- Family and Community Engagement: Toy drive was successful. Toys were delivered (634+ toys). Hemby and St. Jude. Grinch 5k was a success for weightroom funds as well.
- School Safety: Classroom emergency binders updated. Mr. McLamb's Public Safety class will help with this task.
- PLCs: Adding in POG into PLC's. Using POG language into lesson planning. Continuation of minute templates. Ms. Mangus, our instructional coach, has been pushing into PLC's providing ideas as well. Group was able to go to Wingate for training to bring back to other PLC's.

Next Meeting: Feb 14th @ 330pm in Media Center