Walter Bickett Education Center

Site Based Meeting Minutes

11.08.02021 at 2:00pm

Attendance: J. York M. Eddy K. Roess

 J. Suyat C. McCarter D. Strong

Absent: M. Ahern

 Parent Representative

Meeting Options: Zoom and Social Distanced in- person

The meeting was called to order and conducted by Mr. Roess. He began by welcoming everyone and thanking them for their service. He briefly reviewed the purpose and procedures of the Site Based team and reminded everyone that if anyone brought issues to them they could present them to him for possible discussion at a Site Based meeting. He also reminded that if anyone had personnel issues they should be directed to him for discussion and follow up.

**The Election of Officers & Meeting date and time**: the group discussed and voted on Jessica Suyat as Chairperson and Dru Strong as Secretary of the new Site Based team for 2021 – 2022 school year. After officers were established we discussed the day and time for future meetings. It was agreed to have future meetings on Tuesdays at 2:00pm. The meetings will be held the first Tuesday of every month at 2:00pm unless a holiday or workday interferes with the schedule.

**The UCPS Shout Out Recognition:** Mr. Roess stated this would be the third recognition for our school and we had three potential candidates for the next one. He reviewed the candidates and read the submission statements for each. It was agreed that we would select: Mrs. Halley, Ms. Bruschi and Ms. Staton for the next recognition and save the other two options for the following months. It was agreed that in order to notify the school of this selection, Mr. Roess will do an all call around 7:15 – 7:30am

**Goals:** Mr. Roess reviewed each of the goals we currently review and stated after this month each person will be assigned a goal to report on and if it is a goal for a team you are not on you can go to the recorded minutes and review or speak with the team members to report out on the goal progress

each month.

* Group 1 / A 1.07 – Effective Classroom Management and teacher rules. This is implementation of Conscious Discipline and school rules. This Goal is almost complete.
* Group 2 / E 2.04 – Community Engagement (Volunteer and raising funds). The Volunteer/ Outreach Committee is looking at ways to bring in and reward volunteers and ways to have the community help with our school needs. The committee will determine our needs and where help is needed, Site Based team will sign off on their recommendations, then they will solicit the help needed.
* Group 3 / A 4.01 MTSS and A 3.10 – All teachers use assessment data and match instruction and supports to individual student needs. The MTSS portion (A 4.01) was almost complete then Mr. Roess found out there is more involved with group intervention plans in ECATS. He suggested putting this goal on hold and do related goal to build on this goal. Goal A 3.10 we will develop areas where data is needed and set benchmarks and possible intervention if a child(ren) is not at a specific level. Mr. Roess reviewed the above with the UCPS MTSS personnel and advised of our plan to move forward as specified above.
* Group 4 / A 4.06 – SEL and Self-regulation (Conscious Discipline training). This goes back to the training with Donna Brown and Diana Seltzer and includes the TPOT/ Pyramid Model training and the Conscious Discipline coaching coming up in November.

After this meeting each member will be assigned a goal to report out on at the next meeting, with the exception of Ms. Strong who will be taking minutes.

**Upcoming Events and Activities:** Currently WBEC has the following events/ activities taking place or have taken place on our campus.

* Gratitude wall was put up by the Smile Committee in B Building for people to record and post what they are grateful for.
* Spirit Week will be December 13 – 17 the Smile Committee will have a special event each day.
* Thanksgiving Recipe Book – the Parent Involvement committee thought families could send in recipes and make a book. Question if enough time to comply before Thanksgiving break.
* Canned Food Drive is currently being conducted by the Outreach Committee and will go until November 19th.
* Hat and Glove Drive the Outreach Committee will be conducting this drive in December.
* The UCPS Staff Giving Campaign to Support United Way, Union County Education Foundation and American Cancer Society was taken over this year by the Outreach Committee and ended today (11.08.2021)
* TPOT / Pyramid Model training. WBEC has two classrooms (Ms. Suyat and Mrs. Halley) going through coaching this year.
* Conscious Discpiline Consultant – on November 16 and 17 Lynn Young will be here. We had asked for a consultant with EC background and we are hoping six classrooms will be selected. The teachers will be notified if their room was selected and what date she will be coming in. hse will return on March 22, 2022 for coaching.
* Literacy Instruction (LETRS) teachers and some staff are doing staff development on the LETRS training.

**Other:** No response for other items that we needed to address. Our next meeting will be held on Tuesday - December 7, 2021 at 2:00pm. Ms. Suyat adjourned the meeting.

**Next meeting: Tuesday – December 7, 2021 at 2:00pm**

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