

**Sardis Elementary School
Site-based Meeting Minutes
February 12, 2021**

Members present: Beals, Frycz, Austin, Greenwalt, Hutchinson, Villas, Nelson, Myers, Barrett, Efird, Gaio, Chabot, Maness, Skeen

Committee Discussions

Virtual Committee - Barrett

- The committee is working to refine and organize a series of tutorial videos to provide support with basic technology tools.
 - Canvas will be used as a platform for delivery of this series.

Parent Involvement - Austin

- Update of returned parent engagement surveys: 49 English; 12 Spanish = 61. The committee will review and analyze the results at the next committee meeting.
- Cooking Video - This idea has grown to include a Sardis cookbook
 - Mrs. Hayner and Mrs. Nelson have created “example” videos
 - Mrs. Austin is working on editing to create a video to show as a sample.
 - Families may submit videos up to 5 minutes in length.
 - The videos will be edited and compiled into a Sardis Cooking Show.
 - The committee is working with the PTO to sponsor a cookbook for the school where students and/or classes can publish recipes.
 - The cookbook is to include student writing and artwork.
 - The cookbook will be published in-house and sold to families for nominal cost with proceeds going to support the PTO.
 - Target date for publication is Spring Break
- Drive Up Event for Families - The committee is planning to collaborate with the PTO to hold a drive up event to support families. We are currently having conversations with Indian Trail First Baptist Church and Heart for Monroe to get additional support. Mr. Beals also mentioned there are funds for parent involvement activities such as this one available.
 - The Parent Engagement Committee is working to provide academic resources for the event. The committee will meet to determine how to proceed with the creation of packets for grade levels including instructions and tips for the parents through the use of QR codes.

Vertical Planning Committee - Gaio

- Buddy classes have been assigned to encourage students and teachers to engage across grade levels.
- The committee has been working on the alignment of content vocabulary from grade level to grade level. Work on this has been done in the area of writing and the goal is to expand this to other subjects.

- Mrs. Frycz suggested using a visual tool to assist in this process as has been done in the past with other curricular projects.

Morale - Hutchinson

- The Morale committee reports a parent is sponsoring a pizza lunch for staff on Tuesday, February 16.
- Staff to staff positive notes have been well received. These went out at Thanksgiving and Valentine's Day.
- Monthly giveaways including gift cards will continue.
- There may be additional sources of funds for these.

MTSS - Villas and Greenwalt

- MTSS Academic
 - MTSS Lawsuit requires the district to complete action steps as a result of litigation.
 - 9 action steps have been implemented in order to mitigate the situation
 - This will impact some of the processes and procedures we have in place.
 - Teachers and staff have been notified and are required to watch a video updating some of the problem-solving procedures.
 - Some of the terminology has been revised.
 - Tier II determinations will continue next week followed by Tier III meetings.
- MTSS Behavior
 - The committee shared the data for K-5 classes receiving positive tickets.
 - A discussion was held as to why some grade levels seem to not get as many tickets. Factors such as age, timing of transition, and proximity to common areas may need to be considered.
 - The school store has gotten positive feedback. The team is looking at expanding some tables and making sure Covid procedures are adhered to.
 - The PTO has offered funding support.

PTO - Maness

- Mrs. Maness and Mrs. Williams have worked diligently to provide fun, cost-friendly activities for families. So far, Dollar Days have been a success and will continue.
 - Crazy Hat Day is coming up next.
- So far the PTO has had two successful fundraisers - Love grams and Pajama Day.