**School Based Planning Team**

**Meeting Agenda**

Monday, April 4, 2016 @2:15

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| --- | --- | --- | --- | --- |
| **Time** | **Topic** | | **Lead** | **Discussion Notes/Action Item** |
|  | **1** | * Kudos & Celebrations | All | * Thank you, Louise Barco for 30 years of commitment to children! Today marks her official last day as tomorrow she is retired! See you at 8 AM to help with testing! ☺ * Congratulations Julie Roselli on your engagement! ☺ |
|  | **2** | * Substitute coverage update | Julie/Dee | * Thank you everyone for support in covering! * Lack/shortage of subs is an issued that is district-wide; HCI reviewing SMARTFIND substitute call system; if you know people who are on sub list, please give name/# to Julie and we can reach out to them directly. |
|  | **3** | * Superintendent’s Conference Day | Dee | Friday, April 22nd   * Agenda is in draft * Any ideas on grade-level or department interest, please notify me or Julie; |
|  | **4** | * Building Space/Staffing Update | Dee | Proposed temporary “fix” :   * Two Kindergarten class for the 2016-17 school year (instead of 3) * Remove Pre-K class for the 2016-17 school year. * Three 4th grade classes (larger class size 3rd go 4th) * Identifying room(s) for music * 7th grade and 8th grade enrollment represent full clusters; being able to maintain current staffing for MYP * No involuntary displacements! * change hiring needs/vacancies for primary |
|  | **5** | * 8th Grade Proposal | Dee | * May 20th “Spring Fling” dance; 8th grade teachers will review at next cluster meeting |
|  | **6** | * Next Meeting Agenda | All |  |
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| X=Present **ATTENDANCE** | | | | | |
|  | Julie Roselli | Admin |  | Michael Brundage | Teacher |
|  | David Dorsey | Admin |  | Robin Lavergne | Teacher |
|  | Deasure Matthew | Chair |  | Nancy Gossin | Teacher |
|  | Amanda Purver | Teacher |  | Tammie Lezeska | Teacher |