**School Based Planning Team**

**Meeting Agenda**

 Monday, April 4, 2016 @2:15

|  |  |  |  |
| --- | --- | --- | --- |
| **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.
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|  | **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;
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|  | **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 |