**School – Based Planning Team Minutes**

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| Present: S. Murrell Dilbert, D. Quamina, L. Fox, , L. Wess, K. Elliott  Excused: L. Wess, K. Hooker Absent: D. Spafford, T. Houston, B. Collins, N. Cave D. Harrell, R. Hawkins | | |
| **Timekeeper**  Everyone | **Facilitator**  Everyone | **Minute Taker**  Principal Murrell Dilbert |

**December 19, 2019**

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| **Agenda Items** | **Minutes** | **Notes** |
| 1. Approval of Minutes | 1 min. | November 2019 minutes were approved by L. Fox and seconded by Kristine Elliott |
| 2. Celebrations | 7 min. | 1. The Honor Roll. 2. Intermediate holiday feast. 3. Winter Concert was fabulous! 4. Staff Christmas party was a blast! |
| 3. Parent Involvement | 10 min. | 1. Fatherhood Connection – Monthly on a Wednesday. (Mr. Muhammad). 2. PTO – Looking for both teachers and parents to join and support. 3. Restorative Ball – February 12. 4. Family Fun Night / Parent Teacher Conferences. March 3  * Committee set up by Ms. Harrell  1. Black History Banquet – February 27th   Black History Assembly with School #10 – February 28th   * Ms. Brooks – Committee Chair  1. Junior Achievement Day – April 24 2. Mother’s Day workshop / breakfast – May 7 3. Peace Week – End of May 4. Father’s Day workshop / breakfast – June 18 |
| 4. Cost of Paper | 2 min. | 1. Paper usage needs to be more efficient. Possible copy limits |
| 5. Uniforms | 5 min. | 1. Uniforms- Celebrate students monthly who always wear uniform. Dojo points for wearing uniform. 2. Cave and Quamina will take on checking classrooms. |
| 6. Field Trips | 1 min. | 1. We pay for our own busses and the current budget situation, field trips are on a fixed budget. 2. Try to get field trip requests in NOW! |
| 7. Office support | 1 min | 1. Welcome our new Clerk III Judy Keysa. |

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| Next meeting Date: January 23, 2020 |