

SBPT Meeting Minutes

September 12, 2018

Members Present: M. Allen, E. Brown, L. Garrow, L. Gauvin, P. Givens, G. Harrison, E. Martinez, M. Michel, L. Oliver, J. Osborne, C. Roberts

Visitor: Angie Quick-Coleman

Superintendent's Conference Day Agenda (October 5, 2018)

- The first two Superintendent's Conference Days are district based.
- K-2 teachers, 3-6 teachers, special subject teachers, and related service providers will all have separate places to go to on October 5th. The district should be putting out more information soon.

4th Grade Departmentalization Approval

- Fourth grade departmentalization for 2018-19 was approved. Ms. Hall and Mrs. Gauvin will departmentalize for Math and ELA. The entire grade level will departmentalize for science, social studies, and writing. Mrs. Maggio will teach science, Mrs. Hall will teach social studies, and Mrs. Gauvin will teach writing. During teacher absences, departmentalization will not occur except when the absence is extended (longer than three days). In those cases, departmentalization will continue.

Approval of an Early Dismissal Policy

- Dismissal has been problematic due to Pre-K dismissal being at 3:00. Parents are picking up older students at the same time, even though their school day is not over. There has been an influx of parents in the office for early dismissal and some parents have been entering the building and walking directly to K-6 classrooms.
- To maximize safety and instructional time, Principal Roberts suggested and the SBPT agreed with the following:
 - Students should only be picked up early for medical appointments or legitimate family emergencies. Parents should call the school prior to 12:00 p.m. and/or send a note in with the child to be delivered to their teacher.
 - Early dismissals will not be allowed after 2:45 p.m. After this time, parents will be asked to wait for their child in the office until his/her grade level is dismissed.
 - Parents will be allowed 2 emergency early dismissals which the office staff will keep track of. Picking up a student in grades K-6 before 3:30 because parents have a Pre-K student that was dismissed at 3:00 does not constitute an emergency. The K-6 student will not be dismissed.

Parent/Title 1 Budget

- Title 1 funds can be used only for finger foods and educational purposes.
- Ms. Brown would like to purchase books for parents to read on educational topics and have a breakfast for parents that would involve possibly reading to and with students.
- Events such as 'Dads and Donuts' and 'Moms and Muffins' will still be held, just less frequently. The dates for events will be given well in advance.
- There was a discussion about holding a Math Night for students and parents with various activities. The event will be scheduled for the spring. Staff will be asked for their ideas from the following SBPT members:
 - Ms. Givens - kindergarten and 1st grade teachers (including self-contained)
 - Mrs. Oliver - 2nd and 3rd grade teachers (including self-contained)
 - Mrs. Gauvin - 4th and 5th grade teachers (including self-contained)
 - Ms. Osborne - 6th grade teachers (including self-contained)
 - Mrs. Michel - related service and special subject teachers
- Other activities were briefly discussed such as a Family Reading Night, Black History Night (incorporating a special program and jeopardy), Graduation, Career Day, and Math/ELA Parent Workshop.

Red Ribbon Week

- Red Ribbon Week is October 23-31. The school climate committee will oversee any events or activities. Staff should see a climate committee member with any ideas they would like to share.

Breast Cancer Awareness

- Breast Cancer Awareness Month is October. Staff and students are encouraged to wear pink every Friday during the month. Ms. Brown will create a flyer to notify parents.

School No. 16 Vision and Mission Statement

- Administration sought the missing vision statement. Mrs. Michel will provide the vision and mission statements to Mrs. Garrow. We will review them next month.

Quad A Introduction

- Angie Quick-Coleman is the site-coordinator for Quad A. She is still waiting to hear about bussing. It is her hope to have all students bussed and she should receive a decision tomorrow. Currently, there are no School No. 16 staff who will be working in Quad A, but that is likely to change. As student enrollment increases, staff hiring will increase as well.

Next Meeting: October 10, 2018

Agenda

- Vision and mission
- Math Night – date, ideas
- Review Homework Policy
- School-Wide Thanksgiving Celebration
- State Review
- December Half-Day

Roles:

Time Keeper: J. Osborne

Facilitator: M. Michel

Minutes: L. Garrow