Site Base Team Meeting

February 24, 2016

Present: Kristin Hinds (Special Area Teacher), Joe Maione (5th Grade Teacher), Amy Sperry (4th Grade Teacher), Maggie Harris (3rd Grade Teacher), Sarah McMackin (2nd Grade Teacher), Mary Camp (Kindergarten Teacher), Carolyn Lepore (Support Staff), Nicole Levy (1st Grade Teacher), Debbie Frazier (Teacher Assistant), Laura Gaddy (Principal), Tricia Green (parent), Carolyn Nichols (support staff)

Absent: Janet Kamenick (Parent), Pam Karkow (parent)

Grade Level Concerns:

* Assistants: No concerns.
* Kindergarten: The K team is wondering about the status of the swings as they are set to go right where the “greenspace” is for the kids playing at recess. First grade shares their concerns. They have asked that as much green space as possible be left whenever we do actually install the new swings. We are still awaiting approval from UCPS Facilities.
* First Grade: No concerns.
* Second Grade: The clothes closet on the 2 / 3 hallway has been locked lately, which means when they have a clothing emergency they have to go to the office and get a key. This can be inconvenient. Mrs. Gaddy said that they could keep a master key on their hallway in case of situations like this.
* Third Grade: No concerns.
* Fourth Grade: No concerns.
* Fifth Grade: No concerns.
* Specials: No concerns.
* Guidance: Since we discussed changing the criteria for Kiwanis Terrific Kids at our last meeting, Mrs. Nichols wanted to discuss it further today. After much discussion we decided that we could call up entire grade levels at a time to avoid the awkwardness of reading about each individual. If a teacher wants to write a longer letter to be included in their student’s package, that would be awesome. We have decided to pick two kids from each class for each character trait, and the teachers will be given a template so that it’s much easier for them to complete. Ms. Hinds volunteered to make the templates. We will align the awards with our school wide character focus which is as follows: kindness (Sep-Oct), respect (Nov-Dec), responsibility (Jan-Feb), honesty (Mar-Apr), perseverance (May-Jun). We are tentatively thinking that the breakfasts will be on the last Friday of the corresponding month. We will also let students recognize peers that display these character traits by having a display in the main hallway.

Administration:

* Book Leveling: Many of the books in our bookroom aren’t leveled correctly. This means they were mis-leveled from the beginning and has nothing to do with us recently moving the bookroom. Some PTO volunteers have offered to help us re-level the books and we have purchased a subscription to the Fountas and Pinnell book leveling website to help with the work.
* Google Expedition: On Thursday, March 17, Google will be sending a team into our school for a day. They will meet with each class in grades 2-5 and do some activities with the kids using tablets and other cool technology accessories. They will need two locations in our school to work in and will meet with a class every 30 minutes. There will be a training session that is mandatory for all included teachers from 7:15-7:45 the morning of the visit. Jennifer Stoltz is coordinating this for our school.
* Update on Swings: Nothing has actually been purchased, as we had to have approval from the county. ADA accessibility has made things a little more tricky to find a space that works. Paperwork has been submitted by Mrs. Gaddy to downtown, but we haven’t heard anything back yet. We are also waiting on approval for a new bench in the front of the school as well as quotes for concrete for these various areas.
* Water in the cafe: Mrs. Gaddy asked the team for feedback regarding the water machine in the cafeteria. All members replied that they are satisfied with it.
* Budget updates: Grade levels have turned in orders to complete our instructional spending for the school year. The orders are being placed right now. In addition, all grade levels have the opportunity to purchase some “Lightbox” digital books. Those needs/wants should be turned in by March 18.
* Boosterthon update: We are going great! We are only $400 from our goal!!!

Meeting Dismissed at 4:10 pm

The next meeting is scheduled for Wednesday, March 23.