Stallings Elementary School

Site Base Team Meeting

5/25/16

Present: Kristin Reyes (Music), Maggie Harris (3rd Grade), Janet Kamenick (Parent), Carolyn Lepore (Support Staff), Cinda Gatrell (Teacher Assistant), Pam Karkow (Parent), Mary Camp (Kindergarten), Joe Maione (5th Grade), Laura Gaddy (Principal), Bonnie Mulkeen (First Grade), Amy Sperry (4th Grade), Sarah McMackin (2nd Grade)

Absent: Kimberly Combs (Asst. Principal), Tricia Green (Parent)

Grade Level Concerns:

Kindergarten: The team asked if Mrs. Mielczak could ask students to put their book bags on the opposite side of the hallway in the afternoon. Mrs. Reyes agreed to ask her to do that.

1: No Concerns

2: No Concerns

3rd Grade:

1. The microwave that is currently in the cafeteria for staff use is not working. The team wondered if we would consider purchasing a new one. Mrs. Gaddy suggested placing a special request with the PTO.
2. Third grade also recommended that we move forward with a consistent behavior plan for all grade levels. It doesn’t have to be the plan they use but many staff members would like one that is more consistent across grade levels. After school detention as a consequence was also discussed. **Response:** We feel like this will be a positive step for management in our school, but there is a need to discuss this further with our grade levels and then possibly form a committee. Mrs. Harris agreed to chair the committee which will include representatives from each grade level and area. This committee will meet ASAP to start building some basic structures of a program. Professional development time at the beginning of the year (i.e. teacher workdays) can be used to formulate the finer points and rewards for each grade level.

4: No Concerns

5: No Concerns

Specials: No Concerns

Teacher Assistants: No Concerns

Parents:

1. There are still concerns about a lack of communication regarding buses (drivers changing, stop times changing, etc.). Mrs. Gaddy shared that transportation this year has been very inconsistent and that there are many factors contributing to these communication issues. It’s been very frustrating for everyone. She will continue to talk with people in the transportation office regarding our concerns. She also encouraged parents to communicate directly with them.

Administration:

1. Communication has seemed to be a weakness this year. Next year, Mrs. Gaddy will ask each teacher to send home a weekly newsletter (in any format) to parents. These newsletters will also be shared with Mrs. Gaddy so she can be aware of what’s going on. Mrs. Gaddy also wants the administrative team to communicate better. This includes upgrading our efforts with the school website and connect-eds/emails. We suggested that Mrs. Gaddy include a section in our teacher weekly newsletter titled “For Your Newsletter” that can be copied and pasted for easy communication with families.
2. Mrs. Gaddy shared the Parent/Student handbook that all students get at the beginning of each school year for ideas and feedback for next year. We decided to add our new behavior policy (once it’s decided upon) to the document. We also want to have more clear policies for parents/students that walk to school. We also need to reiterate that pets are not allowed on campus.
3. Mrs. Gaddy reminded the team of our school’s dress code. It needs to be better enforced. If a teacher is not comfortable speaking with a student or parent, the student can be referred to Ms. Nichols.

Next meeting: NEXT YEAR!