**Present:Date: September 26, 2018**

**Present: Mary Camp (Kindergarten), Melissa Gross (First Grade), Sarah McMackin (Second Grade), Kim Castner (Third Grade), Paige Warner (Fourth Grade), Joe Maione (Fifth Grade), Kristin Reyes (Special Area), Natalie Marinelli (Support Staff), Angela Stephens (Teacher Assistant), Karen Crane (Parent), Marc Levy (Parent), Amanda Moore (Parent), Vincent Esposito (Parent)**

**Absent: N/A**

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| **TOPIC** | **PRESENTER** | **NOTES** | **NEXT STEPS/WHO’S RESPONSIBLE** |
| Welcome and Introductions | L. Gaddy | The team welcomed all new team members. We elected a new chairperson (Paige Warner) and new Secretary (Natalie Marinelli). |  |
| School Improvement Plan | Gaddy/Hunter-Brown | Mrs. Gaddy presented a rough draft of the new School Improvement Plan to the team. Dr. Hunter-Brown and Mrs. Gaddy will work on revisions before submission. | Mrs. Gaddy  Dr. Hunter-Brown |
| Safety Doors | L. Gaddy | Mrs. Gaddy shared the plan for the new exterior safety doors. |  |
| Staff Concerns |  | NONE |  |
| Parent Concerns |  | 1. Parking was an issue at Curriculum Night due to the fact that it was also Kindergarten Open House. We will look at the dates for next year to attempt to avoid the issues. 2. At evening events, it would be helpful to announce what time doors will open to avoid a large number of people in the foyer area. | Mrs. Gaddy  Dr. Hunter Brown |
| Next Meeting | October 17, 2018 |  |  |