Site Base Meeting

February 26, 2014

Present: Laura Gaddy (Principal), Kimberly Combs (Assistant Principal), Jennifer Sain (Kindergarten), Wendy Wortha (First Grade), Karen Hodges (Third Grade ), Jane Lucas (Fourth Grade), Harvey Bagshaw (Fifth Grade), Kristin Hinds (Special Area), Carolyn Lepore (Support Staff), Carolyn Nichols (Support Staff), Cinda Gatrell (Teacher Assistant), Donna Joye (Parent Rep.), Beth Diggs (Parent Representative)

Absent: Janet Kamenick (Parent)

1. Our first ever Science Night will take place on March 20. There are many questions from various grade levels about the organization. Rather than site base deciding this, we have decided that a committee of interested people (Bagshaw, Combs, etc.) will decide the fine points of organization and how things will be communicated to parents.
2. There is a need for a written policy regarding parent chaperones for field trips. We have discussed this in the past but the policy needs to be clearly written and communicated well to all stakeholders. A template of the proposed policy will be distributed to grade levels via google docs so they can edit via comment rights. We will vote on the policy at our next meeting.
3. Several concerns regarding Media Center policies were discussed. Currently, there is no policy on how many books students can check out. Staff representatives stated that they would like to go back to the policy we had in years past where students could check out two books at a time. And, if they finish a book early, they can return it and get a new one. This was decided and will be communicated to the Media Specialist. Students have also been sent back to class from the media center after being sent to complete work or take a test. We will work with Ms. Reeder to see if a space can be found to let them complete work so it doesn’t have to be done in the office.
4. An idea was presented regarding the large numbers of coats in our lost and found area. It was suggested that we send our lost and found items to Walter Bickett Elementary or another school with a need instead of a charity organization. The team decided this was a good idea and Mrs. Gaddy will offer schools the option of receiving the items.
5. There are some parent and staff concerns about internet images coming up during innocent student searches. Immediate action is being taken by the county to fix the issues and teachers are also implementing “safe searches” to help ensure that students are not seeing anything inappropriate.
6. There are lots of coats and various recess equipment items left on the playground at the end of each school day. A suggestion was made that safety patrol could go around each afternoon and pick up coats, equipment and other items from the playground at the end of each day. Site base likes this idea, but Ms. Hinds asked that this not happen on Tuesdays during 5th grade extended planning. Also, Ms. Combs has asked that we take our kids out occasionally to “clean up” the facilities of our school. Ms. Gaddy said that some local girl scout troops have also agreed to do some grounds work and clean-up for us in return for the use of our facilities.
7. A final draft of the discipline referral has been passed out to each site base representative. This form will be used beginning in the fall of the 2014-2015 school year.
8. Ms. Rush is in the process of again being hired as a tutor at Stallings. She will be here just under 20 hours a week. She will be working with 3rd-5th grade students in reading/ literacy.
9. The afterschool program is providing funds to pay teachers to tutor students in the afterschool program.
10. When parents come to eat lunch, they are frequently taking groups of students outside or to alternative locations. Ms. Gaddy will type a reminder for teachers and also a reminder for parents in the newsletter of our lunch visitor policies.
11. A day needs to be decided for the upper grades field day. The testing calendar is making it difficult to select a date. Right now we are looking at June 10, but if we find out that day will be a testing day, we will move Field Day to the day before Spring Break (April 11). Ms. Combs will contact Central Services this week to find out testing dates so we can make a final decision and let Ms. Mielczak begin planning.

The meeting was adjourned at 4:00 pm.

The next meeting will be held on March 26, 2014 at 3:00 pm in the Media Center.