

Allen Jay Elementary

Meeting Minutes

Meeting Date: 10/08/2019 - 3:00pm

Title: SIT 10.8.19

Location: Room 14

I. Attendance

Team Members:

Courtney Cornelison , Brittany Nunes, Namra Ahmed, Maya Bell, Laurea Ferguson, Carla Flores-Ballesteros, Wenalyn Glenn, Kelli Hackstall, Allan Johnson, Wendi Patterson, Gabrielle Piacentinin, Marta Ramirez, Socrates Razo, Marcia Renne, Samantha Rinehart, Helena Rushby, Nicole Salter, Kathleen Tuttle, Pa Vue

Guests: Amanda Grooms

II. Celebrate recent successes

2nd Grade has begun iStation testing

Salter has integrated AIA math fact songs!

Jaybird Jam had positive feedback

New parent representative!

III. Review and respond to coaching comments

School Improvement Plan Goals

We received feedback on our SIP goals. Some goals need improvement.

Members brainstormed ideas to address needs assessment. This notes will be scanned and attached at the bottom of today's minutes. Small groups shared the notes that stood out from each section.

Learning and Teaching:Are our grades demonstrating mastery of a standard?

Collaborative Planning is facilitated amongst grade levels.Talent Recruitment

We use a team to interview candidates.

IV. Approval of last meeting's minutes

Ferguson, with Cornelison second

V. Old Business

Snack Wrap

Second grade did not feel it was something we needed. We currently have places for extra food within the grade levels. K, Third, and Fourth grade agreed.

Fifth Grade – Could we use this for lunch items?

Cheese, carrot sticks, unopened items.

How could we remain mindful of viruses and other germs that could be sent back.

Parent representative shared that some parents may want to use the resource to come and get food for their family. Is this possible?

Could we have a refrigerator for each building? Johnson shared that this is something that works logistically for middle school, but may not be manageable for elementary students.

Patterson shared concerns about peanut allergies or other allergies.

Second grade has a system for redistributing snacks before going home.

Vue will share that at this time, it is not a need for our school. We can revisit next year if needed.

School-Wide Attendance Incentives

Each grade level, other than 1st grade, has yet to email Ms. Vue with ideas for attendance incentives. Attendance committee met last week and developed an attendance plan that will be shared with the school. When a student is absent 2 consecutive days without notice, the teacher is responsible with reaching out the parents/guardians. If you have successfully have contact with the parent, email Sandy to let her know. If you do not make contact, you will have a form to complete to inform Vue of this attendance matter.

This phone call does not relieve students of needing a written note to excuse an absence.

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

VII. Other Business

Action Taken:

Food For Thought

We are still waiting to hear back from payroll concerning questions about payment for the additional 5 minutes.

Dot system for attendance is not being used, but staff attendance is still being documented by office staff. We would love to see an electronic fob system.

Fall Festival is October 19.

November 9th from 9 to 1, we will have a beautification day. It is not mandatory. Volvo, Southern Guilford, and other community members will be invited. Drinks will be provided by a grant arranged by Ms. Walck.

VIII. Next Meeting

Date: 10/22/2019

Time: 3:00pm

Title: SIT 10.22.19

Location: Room 14

IX. Adjourn

4:38pm
