

Allen Jay Elementary

Meeting Minutes

Meeting Date: 10/16/2020 - 11:00am

Title: SIT 10.16.20 VM

Location: Microsoft Teams

I. Attendance

Team Members:

Courtney Cornelison , Brittany Nunes, Samina Bahadur, Maya Bell, Kelsey Brand, Carla Flores-Ballesteros, Wenalyn Glenn, Allan Johnson, Florence Joyner, Gabrielle Piacentini, Marcia Renne, Samantha Rinehart, Helena Rushby, Nicole Salter, Katherine Tuttle, Stephanie Verdi, Pa Vue, Casey Walck

Guests:

II. Celebrate recent successes

PreK team has done a great job transitioning and contacting parents.

III. Review and respond to coaching comments

IV. Approval of last meeting's minutes

Approved by leadership team

V. Old Business

VI. Indicators to Assess-Create-Monitor

Indicators Assessed

Objectives Planned For

Monitor (updates made)

VII. Other Business

Action Taken:

1. Master Schedule

a. Before we finalize the master schedule we want to confirm parent preferences for each grade level

b. Remote and face-to-face schedules will be the same (pending on clarification for remote learning)

c. There will be some adjustments for 3-5 schedule for next week due to changing Specials schedule

d. Parents will not be able to change their decisions for in person vs remote learning after it has been confirmed.

- e. Planning – specialists will cover classrooms for 30 minute blocks so teachers are given planning time
 - f. This will usually take place during recess or lunch
 - g. Teachers can begin checking in at 6:50am
 - h. Specialists have questions about covering during lunch time.
2. Food for Thought
- a. Classrooms – we do not know how they might change
 - b. What is the expectation for room set-up?
 - i. To be determined
 - c. Grade levels can start scheduling meetings with Mrs. Ballesteros after the staff meeting today

VIII. Next Meeting

Date: 11/06/2020

Time: 11:00am

Title: SIT 11.06.20 VM

Location: Teams

IX. Adjourn

11:43am
