

SCHOOL-BASED MANAGEMENT TEAM (SBMT) MEETING

Agenda / Minutes

Location:	Library	Time:	10:20-11:20	Date:	September 29, 2022	
Timekeeper:	Ashley Hanes	Facilitator:	Ashley Hanes	Recorder:	Nichole Dracup	
Meeting Purpose:	To review SCEP plan for 22.23. To develop next steps for the SCEP.					
Time	Topic	Related SCEP Tenet	Purpose*	Discussion Leader	Desired Outcome	Notes
10:20 – 10:30	Welcome		I	Hanes	Introduce Team Members	
10:30 – 10:40	Title 1 Parent Meeting		I, D	English/ Dracup	Review Flyer/Agenda	
10:40 – 11:10	22.23 SCEP		I, PS	Dracup	Review 22.23 SCEP Plan	
11:10-11:20	SCEP Next Steps		D	Hanes/ Dracup	Determine what actions need to be taken next	

*P = Presentation PS = Problem Solving D = Decision Making I = Information Sharing F = Feedback

Meetings Minutes:

Present: J. English, A. Hanes, M. Schmitt, N. Dracup, N. Luderman, K. Parzymieso, D. Anetrini, M. Pyne, R. Parkinson, N. Francis, N. Hayden

Title I parent meeting will be next week Thursday October 6th, 5:30 – 7:00. Parent elections will be held. Information will be shared on how parents can get involved in the school.

Parent Open House will be on October 20th, 5:00 – 6:30.

The SCEP was reviewed, and commitment statements were discussed.

Concerns:

Will be brought to the WSCC meeting – the amount of food served in the cafeteria is not enough

Math curriculum – is there anything that can be used in place of the modules? Teachers were encouraged to apply for curriculum committee.

Next Steps:

Walkthroughs have started for academics

A circle walkthrough tool will be reviewed by admin – then walkthroughs will begin

The most important times of the instructional day are Reading and Math RtI. The next most important are the Math and ELA block.

A vertical grade level meeting schedule will be developed. Grade level representatives will attend the meetings and share out to the other team members.

A staff survey will be developed and reviewed at the next SBMT meeting. Staff will have access to the survey at the end of October.

Students will attend the next meeting.

Recommendations for the Board of Education

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Recommendations for the District Committee of Stakeholders:

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