

SCHOOL-BASED MANAGEMENT TEAM (SBMT) MEETING

Agenda / Minutes

Location:		Discovery School 67 TEAMS Meeting		Time:	3:10 PM	Date:	12/16/2021
Timekeeper:		Hasan		Facilitators:	Murray/Zeis	Recorder:	Hufnagel
Time	Topic	Related SCEP Tenet	Purpose*	Discussion Leader	Desired Outcome	Notes	
3:00	Introduction and agenda	N/A	Establish purpose for meeting and recognize stakeholders' dedication	Murray	Welcome team		
3:10	Vacancies	1	Explain challenges	Murray/Zeis	Staff and Crossing Guard		
3:30	Growth Plan	1	Review each goal	Murray/Zeis	Ensure progress is being made/adjust accordingly		
3:50	PTO	5-6	Financial support	Team	How can the PTO best support students/school?		

Next Meeting Date: 1/20/2022

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

Meetings Minutes: 12/16/2021

Time: 3:10 PM via TEAMS (link sent in email 12/15/2021)

Attendance:

See the sign-in sheet

Minutes:

Vacancies/SBB

Principal Murray explained how chronic teacher absenteeism is presenting daily coverage challenges. Principal Murray told the Team she and Mr. Zeis referred 3 student teachers to the 12/16/21 virtual TRD in the hopes to be able to recruit/hire them as substitute teachers.

Growth Plan

Principal Murray reviewed each goal and discussed the steps taken thus far. Discovery is on-target for all Growth Plan goals except Family and Community Engagement. Principal Murray and Ms. Peterson explained the rationale for revising the original goal. Principal Murray showed the 1st edition of the Gator Gazette and solicited feedback from the team. The Gator Gazette will be shared with families with the weekly memo on Sunday, 12/20.

PTO

The team brainstormed possible ideas for PTO to sponsor:

- Indoor/outdoor fitness circle
- Safety measures
- Sensory walks

Next Meeting Date: 1/20/2022

Recommendations to be shared with the Board of Education:

Recommendations for the District Committee of Stakeholders: