

# SCHOOL-BASED MANAGEMENT TEAM (SBMT) MEETING

## Agenda / Minutes

<b>Location:</b>	Discovery School 67 TEAMS Meeting	<b>Time:</b>	3:10 PM	<b>Date:</b>	1/20/2022	
<b>Timekeeper:</b>	Meyer	<b>Facilitators:</b>	Murray/Zeis	<b>Recorder:</b>	Zeis	
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	Share solutions	
3:20	Safety	1	Lockdown – areas of concern	Murray/Zeis	Update	
3:30	2022-2023 School-Based Budget	1	Review SpEd Projections	Murray/Zeis	Discuss plan to “loop” staff	
3:50	PTO	5-6	Financial support	Team	How can the PTO best support students/school?	
4:00	February ERD	3-4	Discuss PD Plan for Feb. ERD	Team	Discuss “choice” sessions	

**Next Meeting Date:** 2/17/2022

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

9/12/2014

**Meetings Minutes: 1/20/2022**

**Time:** 3:10 PM via Zoom (link sent in email 1/18/2022)

**Attendance:**

See the sign-in sheet

**Minutes:**

**Vacancies/SBB**

Principal Murray shared the SpEd class projections and discussed the idea of looping SpEd AU teachers. Principal Murray also proposed the idea of looping ICTs.

**Safety**

Many concerns were raised over the need for locks as well as the design of the cafeteria.  
Principal Murray met with ASL Jesonowski and they discussed evacuation options during lunches.  
Engineer O'Mara ordered blinds for the inside of the Technology Room windows.

**PTO**

The team submitted a requisition for Sensory Walks to PTO

**February ERD**

The teams discussed having the staff decide the training sessions, i.e. complete a survey to identify "high need/highly sought" sessions.

**Next Meeting Date:** 2/17/2022

**Recommendations to be shared with the Board of Education:**

**Recommendations for the District Committee of Stakeholders:**