

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

<b>Group/Team:</b>	Gilmartin School SGC		
<b>Location:</b>	Gilmartin School Cafeteria	<b>Norms Reviewed:</b>	<input type="checkbox"/> yes <input type="checkbox"/> no
<b>Date of Meeting:</b>	Tuesday December 8, 2015	<b>Start Time:</b>	5:30 p.m.
<b>Minutes Prepared By:</b>	Cyrilla Stoll	<b>Finish Time:</b>	7:00 p.m.

### Attendance at Meeting (list all team members present or not and guests)

Name	Position	Signature
1	Donald Burzler	Principal
2	Carol Marino	Vice-President/School Psychologist
3	Lisa Klem	Special Ed Teacher
4	Melissa Rockafellow	Parent
5	Pia Petruzzi	5 <sup>th</sup> Grade Teacher
6	Danielle Albert	President/Parent
7	Cindy Leonard	Parent
8	Kristen Dibona	Parent
9	Sumera Ghazi	Parent
10	Cyrilla Stoll	Secretary/Parent
11	Amy Mancini	Parent Liaison
12	Shernett Foster	Kindergarten Teacher
13	Karen Griffin	1 <sup>st</sup> Grade Teacher
14	Brenda Falcone	Special Ed Teacher
15	Melissa Szantyr	Parent
16	Jennifer Dwyer	Vice Principal
17	Diane Quatrano	3 <sup>rd</sup> Grade Teacher
18	John Herman	Safety Coordinator
19	Pamela Baim	ILD
20	Lisa Lessard	Spec Ed Advocate
21	Tanya Bulls	School Social Worker

### Purpose of Meeting – Instructional Focus:

School Climate and Safety

### Meeting Notes, Decisions, Issues

Meeting began at 5:30 pm

Introductions of special guests we made.

The purpose of this meeting is to do the following

- Address existing safety concerns
- Discuss additional behavior/safety concerns that may have arisen since the last meeting,
- Provide administration with the opportunity to share the plan they have come up with to address some of these safety concerns.
- Decide as a group if we as a council are going to move forward with a proposal to be presented to the Bd of Education seeking additional outside resources from the school district.

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Jennifer Dwyer began and explained the school crisis team met and created a comprehensive Safety Action Plan. It was shared via Powerpoint presentation.

(please see attached)

In addition to the problem areas highlighted and potential solutions; there was extensive discussion on the following;

1. Difficulty of transition times; Mrs. Dwyer informed the group that it is the intent to change recess to happen BEFORE LUNCH.
2. Breakfast in the classrooms was highlighted as a major disruption to learning and difficulty in transition and health concern. Pam is going to check into the grant mandates. Since we do need to provide it; ARE we required to provide it in the classroom? Can the schedule be adapted so breakfast can happen back in the cafeteria?
3. There was extensive discussion of Police presence and an emergency SRO presence in the school. Is it possible that an authoritative presence in the school during the most crucial times of difficult transition during the day may be a helpful solution. Danielle Albert suggested a discussion with Matt Lemos. As he is the community officer. Possibly having him in the school part time just to get things under control. There was discussion about how children respond to authority figures. Some have had negative experience with police vs others who would look at police as a "red flag" to actually stop the negative/disruptive behaviors. How can we make it positive.
4. The need for additional support staff; A possible addition of a Behavior Technician to the building. Someone to work with the more At-Risk population. Similar to that of a Tyrell Zimmerman; who works as a Behavioral Tech at Crosby.
5. Hall Monitors? Are they children or teachers- we were told the intent is to have 7th and 8th grade children.  
Melissa Szantyr suggested having parents come in to assist as hall monitors. Not to discipline but to be an additional set of eyes. Provided with a walkie talkie. To call for help if needed.
6. There was also mention of parent involvement and trying to get the focus on the positive. Parents need to be engaged and utilized to help implement positive activities.

### ITEMS THAT MAY NEED TO BE FOLLOWED UP WITH OUTSIDE RESOURCES

1. Cameras; they were questioned as they have been discussed since last year. We were told by June.
2. The need for a full time Guidance Counselor. We are in need of Miss Bloom FULL TIME.
3. Rob Davis was mentioned regarding doing a training for staff
4. The need for additional support staff in the classrooms.

Next Steps (Include action items)		
Action	Assigned to	Due Date

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Next Meeting					
<b>Date:</b>	January 12 <sup>th</sup> 2016	<b>Time:</b>	5:30 p.m.	<b>Location:</b>	Gilmartin School
<b>Agenda:</b>	General business and follow up				

### Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members