

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

<b>Group/Team:</b>	School Governance Council		
<b>Location:</b>	Bucks Hill School Library	<b>Norms Reviewed:</b>	<input type="checkbox"/> yes <input type="checkbox"/> no
<b>Date of Meeting:</b>	March 30, 2017	<b>Start Time:</b>	3:05 pm
<b>Minutes Prepared By:</b>	Brenda Wood	<b>Finish Time:</b>	4:05 pm

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

Name	Position	Signature
1	Jennifer Fleming	Teacher
2	Margaret Felton	Teacher
3	Jennifer O'Donnell	Teacher
4	Susan Burgess	Teacher
5	Virginia Weedon	Teacher
6	Sylvia Lebron	Parent
7	Luzette Perez	Parent
8	Yanira Rodriguez	Parent
9	Linda Valdes	Parent
10	Brenda Wood	Parent
11		Parent
12		Parent
13	Isa Alves	Community
14	Irma Marin	Community
15	Shirley Petteway	Parent Liaison
16	Dr. Bello	Principal
17	Filomena Hudobenko	Vice principal

### Purpose of Meeting – Instructional Focus:

See Agenda.

### Meeting Notes, Decisions, Issues

#### -Title I Narratives:

- Is for the next two years
- \$5,000 is assigned to us to use
- New guidelines:
  1. Parent training events
  2. Back to school night
  3. Parent-teacher conferences
  4. Regular, personalized communication
  5. Positive phone calls home
  6. Weekly data-sharing folders
  7. Home visits
  8. Modeling of learning support strategies
  9. Parent help on learning projects

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### -Parent Training Events:

- Attendance & Nutrition workshop
- Kindergarten & fifth grade orientation

### -School Events:

- Teacher/parent conference
- Holiday show
- Vocabulary parade
- Kindergarten & Fifth grade Orientation

### -Communication:

- Post Cards Behavior
- Welcome Cards
- New student's information Package
- Developed a system to get parents email "that will be one form of communication"

### Modeling of Learning Support Strategies:

- Continues with the reading at night
- Science night for 3,4, and 5 graders

### Home Visits:

- We can't ignore
- To welcome new students to the school
- Bad behaviors

### -Training for Parents:

- In May and in the Fall \$120 per person
- Recruit some parents that are willing to be future leaders for these students

### -Weekly Data:

- Re-ramping Newsletter. Taking a closer look, high level of information and include iReady, Smarter Balance, etc.

-Bring in Mr. Driscoll, Place mat, Nurse to talk about Nutrition

### -Mrs. Weedon:

- MeKey,MeKey researching it

### -Ms. O'Donnell:

- Will talk with the 1<sup>st</sup> & 2<sup>nd</sup> grade teachers to get ideas on these guide lines

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

Next Meeting					
<b>Date:</b>	TBD	<b>Time:</b>	3:05 pm	<b>Location:</b>	Bucks Hill School Library
<b>Agenda:</b>	Attached.				

**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