

# Sitebase Meeting Notes

October 2020

## Representatives:

K- Nance  
1- Kukor  
2- Greene  
3- Carter  
4- Manley

5- Gordon  
TA- Piddock  
Support Staff- Fowler  
Special Areas- Hill

Administration- Kelly  
Romanowski  
Parents/Community- Jennifer B.  
Williams

Kukor

## Welcome

### Review Minutes from September's meeting

- Approved by Romo and Carter

### Family News

Admin

### Discuss the 4 days a week plan

- Begins October 26th
- Fully Virtual OR fully in person.
- Information coming next week
- Will specials still do their virtual lesson, LIVE lesson on Friday, and the daily in-person lessons?  
Yes, Specials will stay the same. They will continue with a Live lesson on Fridays. As of now, they will also continue to pre-record lessons for our Plan D kids, but that is subject to change depending on the district's decision on how we should handle Plan D kids and whether or not they will continue to have Specials from their home school.

### Report Card Information

- Grading period ends on Oct. 22nd. Grades are due on Oct. 22nd at 1:00pm.
- Report Cards will be mailed to families.

K-1 [https://docs.google.com/document/d/1hKt8caXHT5TQJz1\\_UjDERBfkEU4y003d3u0b3PDPwRA/edit?ts=5f807edb](https://docs.google.com/document/d/1hKt8caXHT5TQJz1_UjDERBfkEU4y003d3u0b3PDPwRA/edit?ts=5f807edb)

### Academic Calendar Updates

PowerPoint Presentation- [https://docs.google.com/presentation/d/1hngeJT-bK6a2jC8X553ro3atAE8FJufAw-fX\\_3dLUjk/edit?usp=sharing](https://docs.google.com/presentation/d/1hngeJT-bK6a2jC8X553ro3atAE8FJufAw-fX_3dLUjk/edit?usp=sharing)

Survey Form- <https://docs.google.com/forms/d/e/1FAIpQLSels2MTyf5VtzBplgGBFcxfg11YHVz3gGqVrvKGIVbalzEoig/viewform>

### Update on SIP, MTSS, and NCSTARR Plans

- All plans will align with the same goals!

Hill

### Media and Technology Committee Update

### Scholastic Online Book Fair: November 6th to November 19th

- Info coming soon

Kukor

### NCSTAR

<https://docs.google.com/document/d/1M1ydHanAUcJlsJovpFDMMQJEDZ0f8XGRB30A7CXTpl8/edit>

- We worked on our goal setting for this year/analyzing gaps for READING. We created a goal for Phonics K-5. We will provide and update at our next meeting of student progress towards individual goals.

- We will continue to work on Math with our grade levels and visit this as a Sitebased Team at our next meeting.

## LIM Updates

- Please complete the survey for LIM and notify Romo when it is done.
- Please collect data for student notebooks and HOLD onto it for later!

## Grade Level Concerns

- **Kindergarten-** none
- **First-** none
- **Second-** none
- **Third:** Schedule updates for Oct. 26th? *Will see info above.*  
Will the building always close at noon on Fridays now? *Yes. That is from UCPS for the new cleaning procedures.*
- **Fourth-** none
- **Fifth-** getting class lists and schedules ASAP!  
*Is 5th grade going to get any kind of assistance with 30+ kids under plan A? We can work on 5th grade class lists this week, but cannot share info with the parents until we get the green light from the district. Not sure what assistance is being asked about, but we've had 30+ before (wasn't great, but we did it) - there is no class size cap in 4th-12th and I think that everyone knows that we don't have any extra people around. With most of our K-2 students coming back on the 26th, our TA's are going to be with their younger students starting out and doing 4th grade tutoring. Our assistants are also going to pull 5th grade kids for math tutoring. Chinnis needs to know what time of day kids can be pulled because the TA's are going to use the 4th grade materials since a lot of it wasn't taught last year.*  
  
*When are we swapping out furniture? Let the custodians and admin know when and what you need by Wednesday, October 21st! Let Lisa know. She's been working with Curtis to get everyone set.*
- **TA's-** we need to revise the DUTY schedule *Schedule has already been redone to add in Caitlyn and shared with her. No one is coming off of a duty because we have more kids coming and the amount of areas to monitor and temperatures to check has not decreased. Is there another schedule that needs to be revised?*
- **Special Areas:** Afternoon car rider duty...When a student doesn't come out: do they want us to go to the window and ask emily to do an all call, should we have a walkie talkie out on the car rider line to alert for the missing kids (I feel like that defeats the purpose of using fast lane), or do they only want to use the fast lane thing? *Can we add one-two walkies to the front to help with communication? (try grabbing one from Fowler or Everett) Yes, someone can ask for an extra walkie - not sure if we have an extra one if Everett is on campus and Fowler is on duty, but ask Lisa if there's one in the office. If there's not an extra walkie, then yes, go to the window and let Emily know because she has access to Fastlane and/or she can all call kids.*  
*\*\*PLEASE ASK PARENTS TO LEAVE CAR SIGNS IN THE CAR WINDOW\*\**  
*Can we try the two lane approach? As in both lanes pulling up at the same time? We can't have kids crossing in front of other cars because I can see that as a major safety issue since we're already limited with the number of people working the car rider line.*

## Parents

## PTO & Community News

- Aw Shucks Spirit Night on October 21st!

Kukor

**Closing Remarks**

- Meeting Closed by Manley and Hill

**2020-2021 Meeting Schedule:**

***\*\*Second Monday of the Month @ 2:30pm\*\****

November 9th    December 14th    January 11th    February 8th    March 8th    April 12th    May 10th

**Next VIRTUAL meeting on November 9th @ 2:30!**