

**Walter Bickett Education Center  
Site Based Minutes**

Date & Time: 12.14.2021 2:00pm

Attendees:	K. Roess	J. Suyat	M. Eddy
	M. Ahern	J. York	D. Strong
Absent:	C. McCarter		
	Parent Representative		

J. Suyat, Chairperson welcomed everyone to the meeting and proceeded through the agenda.

**Shout Out Recognition:** There were no new suggestions presented to any team members. Mr. Roess represented the two suggestions previously suggested. They were: 1. Nurse Brandy Hawkins and 2. another submission. The two suggestions were discussed and it was unanimously agreed to select the nurse and continue to hold the other submission for consideration next month. Mr. Roess will make an announcement to the school about our selection.

**Co-curricular Funds:** Mr. Roess presented information about the current funds available. He stated there is \$1500.00 the group will decide how to spend. He suggested to reach out to the other staff and see if they have any suggestions and brainstorm amongst Site Based team members and bring all ideas and suggestions back to next months meeting. There were no current ideas and Mr. Roess confirmed the funds cannot be divided among teachers/ classrooms but were to be used for the school as a whole. He also advised previous available funds had been used on the playground and Conscious Discipline consultant services. He also stated one of the committees had suggested sending out a survey regarding teachers/ classroom wants and needs. The committee was Ms. Suyat's committee, she states she will get with the other members and see about getting the survey together and out as soon as possible after the first of the year.

**Goals review:**

- **Group 1 - Mrs. Ahern: A 1.07: Effective Classroom Management and teacher rules:**

Mrs. Ahern reported there were effective structures in place, teachers continue to monitor and reinforce exceptions. Evidence by: stay, play and talk, individual carpet squares and under construction signs for students not wanting to leave a project when it is time to transition. This goal is ongoing.

- **Group 2 – Ms. Suyat: E 2.04: Community Engagement (Volunteer and raising funds):**

Ms. Suyat reported that this goals committee plans to work with the Parent Volunteer / Outreach committee and have incentives for parents/ families that volunteer and support our school. Some suggestions for recognizing parents/ families are: a sticker for the car (like a proud parent of sticker) and tote bag. She also reported it was suggested that teachers fill out a survey for their needs for their classroom. This was previously discussed regarding the Co-curricular funds. The surveys will be sent out to all staff and replies presented at the next meeting.

- **Group 3 – Ms. McCarter: A 4.01: MTSS and A 3.10 All teachers use assessment data and match instruction and supports to individual student needs:**

Mr. Roess presented due to Ms. McCarter's absence. He reported he meet with Dr. Todd and had a realistic conversation regarding MTSS on the Pre-K level and focusing on the three tiers for behaviors. He stated everything is already in place and we will do more education on what that protocol looks like. He stated he will close this goal off and focus on A 3.10.

A 3.10 the group discussed assessment data and other numeric data to assess students, consider possibly doing Brigance testing throughout the year and teacher's check in throughout the year to determine progress made. The group will search the internet for any research-based assessments to consider.

- **Group 4 - Mrs. York: A 4.06 SEL and Self-Regulation (Conscious Discipline training) :**

Mrs. York reported there are different things in place, Conscious Discipline, solution kits, social stories, Pre-K expectations and classroom rewards (when the class as a whole completes task/goal). This goal is ongoing throughout the year. Mr. Roess suggested adding teachers met with Lynn Young and she will return in March to continue coaching.

#### **Upcoming Events and activities:**

- Spirit Week – December 13 – 17: currently going on and having good participation throughout the school.
- The Library Committee is/has sent out: "My Book of Holiday Colors" to support home literacy.
- Recipe Book: the forms went out to families; Mrs. Chinn is still accepting forms being returned. No date known for completion and distribution.
- Can food drive: the drive ended November 6<sup>th</sup>. Unsure on the amount collected but it was reported that Ms. Rushing advised the committee members the Union County Homeless Shelter was thrilled to get what was donated. Mrs. York stated after Winter break, they will collect hats and gloves and it was suggested by Ms. Rushing in February have classes donate purses and fill with travel size items and donated to women at the Homeless Shelter.
- Conscious Discipline Consultant will be coming to coach on March 22, 2022.

Teachers and some staff are doing staff development on Literacy Instructions (LETRS), the next training is scheduled for March 2022.

**Next meeting:** the next meeting will be January 11, 2022 at 2:00pm. We will plan to review feedback from surveys to get ideas and suggestions for co-curricular funds.

**Other:** no members had any further concerns or matters to discuss. Ms. Suyat adjourned the meeting.

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