

Site-Based Committee Meeting Minutes

Parkwood Middle School
3219 Parkwood School Road
Monroe, North Carolina 28112
September 20th @ 4:00 pm

Committee Members:

Jeff Kraftson, Principal	Lisa Chapman, School Library Media Coordinator
Allison Bolen, Guidance	Susan Emrich, 6 th grade Representative
Chris Whelan, 7 th grade Representative	Jordan Marmara, 8 th grade Representative
Erin High, Related Arts Representative (absent)	Wendi Keenan, Parent Representative
Debbie Gaither, Parent Representative (absent)	Susan Wilhelm, EC Representative
	Theresa Moats-Platt (ASD Presenter)

Welcome:

The meeting was called to order by Jeff Kraftson September 20th@ 3:45 in the conference room

Minutes:

- Approval of minutes
 - Team reviewed and approved minutes from previous meeting
- Dr. Kraftson
 - Purpose of the SBMT.
 - Representatives from all stake holders. Teachers, parents, admin,
 - Shared decision making
 - Ultimately we want to assist in improving the learning of the students.
 - This is NOT a time for grade levels to vent to admin. Those issues need to be taken care of during grade level meetings.
 - Jordan Marmara volunteered to do minutes for the meetings this year.
- Parent election
 - PTO must hold an election for parent representative

- We have a 6th and an 8th grade Parent we need to elect a 7th grade
- Discipline
 - In order to have high achieving students you must have a safe and orderly environment.
 - Teachers feel this is the best start to the school year we have had in several years. We are off to a great start
- Afterschool Detention
 - The ASD program is designed to provide a positive, constructive learning experience for students who have violated the school behavioral standards listed in the school code of conduct. The primary purpose of the program is to address unacceptable behavior and reinforce appropriate behavior.
 - Chris Whelan
 - The ASD committee created and ASD guide with step by step directions for teachers
 - This does not involve dress code. That is directed to admin.
 - School wide student intervention form
 - Each week starts over for ASD. Each incident is also recorded in the Educators Handbook.
 - The committee will come up with a procedure for misbehaviors when substitutes are in the classrooms
 - Wendi Keenan made a motion to approve this new ASD program,
 - Seconded by Allison Bolen
 - Unanimously approved by the entire team
- PTO will be doing a fund raiser program this year. Teachers will not have to do a lot of money collection. There is a lot of it online.
- Scores are back. We were the 2nd highest middle school in UCPS for growth. This shows and proves the awesome teaching and learning going on in our school.
- Meetings will be on Wednesdays when we do not have a faculty meeting.
- Dr. Kraftson moved to adjourn
- Allison Bolen seconded

Meeting was adjourned at 4:22