



SDMT Meeting Minutes

School or District	Franklin Elementary
Date	Oct 17, 2017
Time	4:00-5:00
Participants	<p>In attendance: Rebecca Lambert, Dianne Shadden, Marco Galante, Diane Meacham, Jen Gerland, Erin Marshall, Pat Kosis, Tracy Wilson, Kristen Mascellino, Andrea Massimi (Parent Rep)</p> <p>Excused:</p> <p>Absent: Melissa Perryman, Karen Wozniak, Jill Mattea, Kathleen Flynn</p>
Approval of minutes from previous meeting	
Review of responsibilities/tasks from previous meeting	
Agenda	<p>School Engagement Plan action goals:</p> <p>On-Level for Reading stays same "At least once every two weeks 100% of students will participate in a conference around their power goal."</p> <p>On-Target Grade Level For Reading "100% of teachers will allocate points to students and/or enter conferencing data in School Pace weekly."</p> <p>"100% of conferences are planned based around the students' power goal."</p> <p>Keep Math Goal the same. "All classroom teachers of math and AIS Math teachers will attend three coach-led math meetings during the year to review student performance on module assessment and plan."</p> <p>Attendance goal . "Send 'nudge notification' and to all chronically absent students (graph - see article)"</p> <p>PBIS goal "100% of students who have at least 3 or more major referrals will participate in CI/CO (excluding those students who are undergoing FBA, on a BIP or are undergoing further evaluation.)"</p>
Decision Points	District Rep for SDMTs. Pat is currently the Rep. She is open to having someone else take over.
Responsibilities/Tasks for next meeting	<p>Pat will revise the goals and email them to everyone.</p> <p>Tracy will send an email notifying team of revised meeting date.</p> <p>Tracy will send out a reminder to teachers about the Quarter Carnival this Thursday, Oct 19 from 5:30-7:30)</p>
Next meeting date	Thursday, Nov 16, 2017
Consensus Sign Off	All members of the SDMT in attendance at this meeting have reached consensus on decisions recorded in these minutes

Minutes will be submitted in pdf by the chairperson to the Office of Instruction within 10 days of approval.