



## SDMT Meeting Minutes

<b>School or District</b>	Franklin Elementary School
<b>Date</b>	3/26/18
<b>Time</b>	4:00 pm - 5:00 pm
<b>Participants</b>	<p><b>In attendance:</b> Pat Kosis, Dianne Shadden, Tracy Wilson, Erin Marshall, Melissa Perryman, Rebecca Lambert, Kathleen Flynn, Kristan Mascellino, Teresa Gerchman, Andrea Massimi, and Karen Wozniak</p> <p><b>Excused:</b> Jennifer Gerland, Diane Meacham, and Marco Galante</p> <p><b>Absent:</b> ----</p>
<b>Approval of minutes From previous meeting</b>	No changes
<b>Review of responsibilities/tasks from previous meeting</b>	New data was compiled into SEP.
<b>Agenda</b>	<ul style="list-style-type: none"> <li>* Review of Norms</li> <li>* WHIP (What person in your school career impacted you the most?)</li> <li>* Update on elementary focus group               <ul style="list-style-type: none"> <li>Becca Lambert shared out</li> <li>- 4 out of 5 elementary schools voted for steps to continue on a monthly reset model.</li> <li>There vote was also 4/5 for books to be the reinforcement instead of metals.</li> <li>~ Much discussion took place about early release days. Teneded to believe that children should be served lunch. Looks like next year will be similar to this year.</li> <li>- Still looking into how to give teacher's the appropriate compensation time.</li> <li>- Going forward after next year, spring conferences may become optional.</li> </ul> </li> <li>* Update on district social emotional group               <ul style="list-style-type: none"> <li>Pat Kosis shared out</li> <li>- Interested in creating a survey for students to take. (More easily done for secondary grades than elementary.)</li> <li>- Students that score a certain level would then need an intervention for social/ emotional needs.</li> <li>- Survey to be given at the end of this year or beginning of next year.</li> <li>- This need led Pat to completing a 3 page proposal for and additional school counselor in this building.</li> <li>- Also a question as to support that will be in place for teachers. They too need social/ emotional support.</li> </ul> </li> <li>* Review of SEP data</li> </ul>

	<ul style="list-style-type: none"> <li>- Seem to be making progress in each of the categories.</li> <li>- Idea came up that it would be helpful to set steps by school because of special days that arise.</li> <li>- Noticed that conferencing statistics were skewed because March data was right after February break.</li> <li>- A huge kudos in our school culture category because incident reports are down considerably from last year.</li> </ul> <p>* Creation of Student Survey</p> <ul style="list-style-type: none"> <li>- Reminder that this work is part of a 3 year process.</li> <li>- Group work done to come up with categories for our survey to students.</li> <li>- End result were 3 categories of questions: Learning Styles and Preferences, Academic Interests, and Social Interests.</li> </ul> <p style="padding-left: 40px;">Groups devised some questions. This work will be continued...</p>
<b>Decision Points</b>	N/A
<b>Responsibilities/Tasks for next meeting</b>	Take categories back to grade level meetings and see if there are suggestions for questions to add to survey.
<b>Next meeting date</b>	April 24, 2018
<b>Consensus Sign Off</b>	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.**