



HOLMES ELEMENTARY SDMT Meeting Minutes - 2017-18

School or District	Holmes Elementary
Date	12/6/17
Participants	1 -Kull, 2- Eaton, AIS- Cryan, Sped- Harter, Support - Pieczonka, Parent - Hayes, TOSA- Caruana, Kren- office, ELL-Conway, Library- Conrad, KTSEA - Fitzgerald, K-Paolucci, 3- Goupil, Cross- Admin
Absent	Praxair- Boll, 4- Klipfel
Meeting Date:	12/6/17
Agenda & Decision Points	<ol style="list-style-type: none"> 1. Welcome & Introductions <ol style="list-style-type: none"> a. Ice Breaker: Would you rather activity (Christmas theme)? Round the group answers (Caruana) 2. Norms <ol style="list-style-type: none"> a. Treat each other with respect. b. We will address conflict with dealing with the issue not the person. c. We will be present both physically and mentally. d. We will use our time wisely starting and ending on time. e. We will leave our titles at the door. f. We will distribute tasks equally. g. When members miss a meeting we will share the responsibility of bringing them up to date. 3. Approve minutes from November <ol style="list-style-type: none"> a. Reviewing minutes b. Scholastic information was received as of December (for some classes) and Eaton will check with Kren about all classes <ol style="list-style-type: none"> a. update: ELA: New CFAs, staff development c. Approved: Paolucci and second is Cryan 4. Attendance at Holmes <ol style="list-style-type: none"> a. Goal: Decreasing our chronic attendance by 10% by June. b. Our predictions on what impacts chronic attendance: <ol style="list-style-type: none"> i. K-2 is is the highest concern area in the building ii. attendance concerns are more common on or around holidays iii. same kids/families iv. missed bus/ no transportation v. chronic sickness (asthma) c. Data Identifies (inferences): <ol style="list-style-type: none"> i. we are well below the goal in attendance 14 vs 45 ii. programs that create a desire to want to come to school iii. Free breakfast iv. last start time v. caring vs. consequences - mentality change impacts attendance vi. 3rd and 4th grade get up and out to school alone if necessary vii. data is skewed by a few students <ol style="list-style-type: none"> 1. repeat offenders 2. hospilizations 3. students nomad behavior impacts in percentages

	<ul style="list-style-type: none"> 5. Major Office Referral <ul style="list-style-type: none"> a. Goal: Decreasing our Major office referrals by 10% by June b. Our predictions on what impacts major office referrals: <ul style="list-style-type: none"> i. same students- repeat offenders ii. bigger class sizes iii. went down from previous years (uncertainty) iv. majority is from upper grades v. students who transferred in vi. referrals primarily from busses vii. not in classrooms- transitional areas viii. more common on Thursdays and Fridays ix. more common before Holidays, half days etc. c. Data Identifies (inferences): <ul style="list-style-type: none"> i. Time involved in re-teaching expected behaviors ii. Last year we were down 8 major referrals from last year at this time December 2016 iii. Not all the concerns are being reported iv. Looking at the different programs that are being used: <ul style="list-style-type: none"> 1. Restorative Practices/ Justice Programming 2. Check In/ Check Out v. Taking advantage of teachable moments vi. In-class consequences vs. in the office vii. The family feel in the classrooms- teaching teamwork, positive behaviors between peers etc. viii. Identifying the areas of need and then targeting those: <ul style="list-style-type: none"> 1. Bus & cafeteria 6. To share with the PBIS team: <ul style="list-style-type: none"> a. "no bus referrals for a month"- breakfast as a group 7. Reading Progress- December 2017 <ul style="list-style-type: none"> a. information provided for all grades b. graph broken down by: students' December current ability, June target goal, December reading level, and June reading level goal. 8. Will review Math data at the next meeting due to time 9. Information <ul style="list-style-type: none"> a. Paolucci- KenTon closet representative available b. Eaton- Restorative Practices- can we discuss this further at our next meeting? c. Conrad- Friendship Model- toolkit d. Caruana- Teacher's Desk e. Cross- Grade Level feedback- scheduling, writing survey
Next Meeting Date	1/11/18
Agenda Items	Restorative Practices, Math Data, Scholastics information, Friendship Model Toolkit, any new attendance and major referral data and grade level feedback

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