



SDMT Meeting Minutes

School or District	Charles Lindbergh Elementary School
Date	Friday, November 20, 2020
Time	8:00am
Participants	<p>In attendance: Ann Maccagnano, Bill Foote, Debbie Peters, Cheryl Hubert, Lynette Carpenter, Caroline Madden, Tom Perryman, Lauren Deisinger, Kristina Marzec, Michele Sprada, Kelly Strong, Julie Lefler, Christy Englert, Meghan Lillis, Jennifer Peters</p> <p>Excused: Sharon Brooks</p> <p>Absent:</p>
Approval of minutes From previous meeting	<p>Grade 2-4 Orientation - October 28th and November 4th</p> <ul style="list-style-type: none"> ● Teachers will inform walker students to use the following stairwells when entering the building: <ul style="list-style-type: none"> ○ 2nd grade-use the stairs near the front door ○ 3rd grade will use the stairs near the K Door ○ 4th grade will use the stairs near the main office <p>Student Attestation</p> <ul style="list-style-type: none"> ● Lindbergh has has a 96% completion rate ● Parents are getting an email at 5:00am and then text reminders each morning at 8:00 and then again at 8:45 <p>Review the Anti Bully Assembly</p> <ul style="list-style-type: none"> ● We had a great turn out: 288 students attend the Magic shows throughout the day. The only concerns were the children using the chat (Deb disabled the chat for the older students) and families not using their Kenton devices needed to be admitted to the Google Meet. Deb monitored throughout the day and admitted families as they joined. ● We will look into hosting future virtual assemblies. The PTA has budgeted \$750 for them.

	<p>Celebrations in Schools? Birthday, Assemblies</p> <p>The committee decided that there will be no food or treats to celebrate birthdays/holidays. However, teachers are encouraged to celebrate in other ways (a card, small token gifts like a pencil or stickers) in each classroom. Each class can determine the way they will celebrate this year.</p> <p>Monthly Themes - Board</p> <ul style="list-style-type: none"> ● Cheryl organized a Unity activity where students were given a hand and drew or wrote tokens of kindness. Christy and our Aides hung them on the Bulletin Boards near Rm 111) ● We will start to send the monthly theme activities to families to complete starting in November. ● Deb will share them electronically so teachers can post them in their Google Classrooms. Hard copies can be sent home. ● Hard copies will be ready to send home for the 2-4 Orientation days. <p>February BOE Meeting</p> <ul style="list-style-type: none"> ● This year we are scheduled to present to the BOE in February. We will feature the Science Lab and all the great things Paula is doing this year. Thanks Paula!
<p>Review of responsibilities/tasks from previous meeting</p>	<p>Lindbergh SDMT Norms:</p> <p>Be on time/End on time Stay on task Set attainable goals Set agenda for the following meeting Norm Checker</p>
<p>Agenda</p>	<p>1. Review Norms of Collaboration:</p> <p>2. District Agenda Items:</p> <p>3. Building Agenda Items:</p> <p>Lindbergh Task Force Meeting</p> <ul style="list-style-type: none"> ● Health and Safety ● Facilities - Cleaning ● Communication - Shout Out ● Questions/Comments <p>School Pictures</p> <p>Winter Fest</p>

	Other agenda items (may be tabled to a future meeting if time does not allow)
Decision Points	School Pictures will be postponed until a later date in the year
Minutes	<p>Lindbergh Task Force Meeting</p> <ul style="list-style-type: none"> ● Health and Safety <ul style="list-style-type: none"> ○ We will be remote learning until we can safely return to the school. Other schools in the state who were in orange, took 2 to 4 weeks to return ○ Parents can consent for one of the children and not the other(s) to be COVID tested. ○ Teachers will be tested on Wednesday, unless they do not report to the building on that day. They will be tested Tuesday or Thursday. ○ Possibly have Lucky Lindy model the testing on a video to share with the students. ● Facilities - Cleaning will continue to clean all areas of the building to ensure that safety of staff and students ● Communication <ul style="list-style-type: none"> ○ Shout Outs <ul style="list-style-type: none"> ■ Parents feel very well informed. ■ Parents would like more clarification on the testing when the students return. ■ Ann will continue to use Shout outs and Facebook to communicate important information to families ■ Teachers are doing an excellent job communicating to their families. Parents are very pleased. ○ Morning announcements will continue to be shared with the students. ● Questions/Comments <ul style="list-style-type: none"> ○ Dates for the supply pickup each month will be shared <p>Winter Festival</p> <ul style="list-style-type: none"> ● Our Festival will be virtual this year on December 15th from 5:00-7:00. ● We have 3 volunteer Santa's and will be checking to see if they would be willing to do 5 minute virtual meetings with any family that signs up ● QR codes of staff read-alouds will be shared with families ● Deb and Kristina selected prizes that we will still order. We still may do a drive through Winter Festival in Jan/Feb. If we do not, the prizes will be saved for next year's Holiday breakfast. ● We are looking into placing a mailbox outside of our building for families to drop off letters to Santa. ● Possibly email the students back with a response from "Santa" (Ann)

	<p>School Pictures</p> <ul style="list-style-type: none"> ● Will be rescheduled for a later date (Feb) due to us being in remote
Responsibilities/Tasks for next meeting	Grade Level Liaisons will share with their colleagues to keep one Scholastic Book and Math Module in their room just in case many students lose their book so that they have an original.
Next meeting date	December 18, 2020
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.