**Apollo Elementary Site Council Meeting Minutes**

**May 31, 2019**

**Call to Order at 8:01 am**

**In attendance: Jane Harris, Amie Ojerio, Laura Ni,**

**Jennifer Butler, Kathryn Coffin, and Megan Ames**

**Excused Absence: Kristi Hammond, Regeana Rupard, Andrea Wolfe, Christie Loe-Malone**

**Minutes from the March 15 meeting were M/S/A**

**Administration’s News**

* **Staffing updates:** 
  + **There are 2 new 4th Grade teachers coming in for the 2019-2020 school year –**
    - **Marie Smith – previously taught at Apollo**
    - **Tim Whiteley – previously taught for several years in Alaska**
  + **The following additional staff changes will take place for the 2019-2020 school year –**
    - **Cain Burchell (ELL) – moving to OR due to wife’s acceptance into Nursing School**
    - **Eva DiDonato (ELL) – Specialist hired at District Level**
    - **Kaitlin Johnson (LRC2) – Teacher hired at District Level**
    - **Tandi Taylor (Kindergarten) – previously taught at Apollo as a long term substitute**
* **Class Placement: We are completing the class placement process. The data was reviewed objectively to improve the class placement process/balance via a specially weighted spreadsheet format for analyzing behavior, academics, and student needs. Apollo also considers teacher feedback for class placement.**
* **Smarter Balance: The Smarter Balance testing has been completed. Megan Ames, Assessment Coordinator, conducted the testing and felt that the testing went well with overall growth still progressing. Additional student support was newly provided this year along with an optional Interim Assessment that we will look into using more in the future across classrooms.**
* **Emergency Supplies:** 
  + **Fire Drills: ISD Administration and the Fire Department are very pleased with Apollo’s fire drills. The time to have everyone evacuated decreased a lot from last year, mainly due to the location change of the classroom signs to the back fence. We are working with Facilities to lower the fire alarm decibels as we are currently over.**
  + **Safety Binders/Back packs will be collected and stored in the SAGE Room over the summer.**
* **STEM Night: STEM night was fantastic, huge thanks to Laura Ni and to everyone who helped to organize such a wonderful evening. The curricular presentations were really nice.**
* **Orange Ruler: The Orange Ruler fundraiser was a huge success. There was one student allergic reaction to the Kona Ice party. Need to be extra cautious regarding ingredients list and potential student reactions. Discussed potential orange ruler mascot classroom visits/photo sessions, will be revisited in the fall.**

**PTA News**

* **Budget Meeting held – 2 new Treasurers elected. Fundraising and events chairs still to be identified.**
* **STEM Fair: Survey given to 4-5th grade classes on method for displaying projects or presentations, i.e. poster vs power point. Teachers need to review what/how the materials should be presented and review space allocations to see if they should be team projects vs individual and how the demo presentations should be best displayed to the grade levels.**
* **Calendar:**
  + **Field Day – June 24th, Christi Schumann is organizing volunteers.**
  + **Merlin/Kinder Connect scheduled for August 19th from 3-5pm. Kindergarten will be from 3-4pm, Merlin will be from 4-5pm. Per Mike Engen that should be the first day of full day custodial services.**
  + **School Supply delivery to school – August 21-23**
  + **School Supplies/Emergency Backpacks – August 28th planned for Emergency Backpack checks and School Supply delivery to classrooms.**

**New Business-**

* **Family Engagement Goal: Goal to develop an Apollo Parent Advisory Group to help with family connections/communications and to help with parents of students not speaking English to safely ask questions. Additional communications are requested for the Kindergarten registration process around ELL, what it means, and what the services are.**

**Old Business-**

* **Snow Routes: An alternative snow route for bus drop off is still under review for Apollo. Meetings have been conducted with staff on improving the dismissal during emergencies and in determining who would stay. Liaison position created to focus on improving communication just to staff. A separate document is prepped for procedures for students that stay on site after dismissal.**
* **Homework: More curriculum detail than what is currently listed on the District website and Apollo websites.**

**Meeting Adjourned 9:00 am**

**Next meeting is TBD**