

School Improvement Team  
1/23/19

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**Topics discussed:**

**\*Playground:**

**New Procedure:**

**When a whistle is blown students should all take a knee so that important announcements can be heard, students needed for check out can be easily located, etc. This will also be helpful during lockdowns and drills- since it is difficult to hear the speaker and alarms.**

**Please practice this new procedure with your students.**

\*Lunchroom behavior continues to be a concern.

Assistants please put together a list of duties and what those duties look like. We would like to use this list so that we can be consistent among cafeteria coverage and it will also be helpful when new staff is hired.

\*Class size for fourth grade continues to be an issue.

\*Duty schedules and responsibilities need to be revisited so that staff know what is expected. Please work with your grade levels to come up with a description of the following duties:

- \*Teacher hall duty
- \*Car duty AM/PM
- \*Lunch Duty- TA will submit this list
- \*Breakfast Duty

Please send duty lists and ideas to Sharon Gagnon through google docs.

\*Arts Week and Talent Show

As a grade level please discuss these two events. We would like to continue to see these events in the school, but with the current plans for productions (which we love) it is difficult for one person to plan all of these events. Maybe consider a talent show committee? Could the talent show be a fundraiser or evening event?

\*Fundraiser Ideas for Mr. T- As many of you are aware, our bus driver, Mr. T's wife is having some health problems and is currently in ICU. We want to help this family through a few fundraisers. Please submit ideas to Sharon Gagnon.

Suggestions: pizza luncheon, talent show

Upcoming events:

- \*Boosterthon- Pep Rally- April 23rd
- \*May 2nd run date

\*Field Day- April 12th

\*Mrs. Penegar is working with a high school senior who will be putting together a spelling bee as part of her senior project. Details to come

