

## Shared Decision-Making Committee

Current Members: **(Anyone can attend, but only members can vote)**

Angela Fox – RFA Representative  
Heidi Burke – RFA Representative  
Babette Bennett – RFA Representative  
Adam Nielsen – Parent Partner  
Pam McDonald – Staff/Parent  
Katie Martin – Parent Partner  
Melissa Moody – Parent Partner  
Caitlin Cooley – Parent Partner  
Shawna Lewis – Parent Partner  
Becky Clemens – Parent Partner  
Stefanie Newcomb – Parent Partner  
Linsey Bethea – Parent Partner  
Tiffany Rotz – Parent Partner  
Ashley Finnemore – Parent Partner  
Melanie Bloom – Staff/Parent  
Sheree Bucklin – Parent Partner  
Becky Spano – Parent Partner  
Kinsey Kime – Student Representative (welcome)  
Dan Doore – Principal

### **Agenda for December 17<sup>th</sup> 2024 – Location Media Center from 6-7 pm**

Members in attendance (sign in sheet): Heidi Burke, Stacy Merrill, Melissa Moody, Adam Nielsen, Tom Poormon, Linsey Bethea, Jenn Hayden, Katie Poormon, Katie Martin, Tiffany Rotz, Shawna Lewis, Babette Bennett, Sarah Griswold, Stefanie Newcomb, Ashley Finnemore, Melanie Bloom, Caitlin Cooley, Dan Doore.

Review our group norms –

- Group norms were accepted by all members.

Review Second draft of updated RCSD's Shared Decision-Making Committee plan from 2008 (I'll provide copies)

- Page 5 section A it was noted by a member that depending on the future of the PTCC, there may be a need to amend the process for selecting parents to be on the SDMC.
- Also suggested that the student be selected in the Spring by student council for the following year.
- Also noted that on page six, first paragraph, only official members can participate in the actual consensus decisions, although all in attendance are encouraged to participate in the discussion process.
- Noted on page seven section E, when consensus cannot be reached, a 2/3 vote by SDMC members may be called by any member.

Review safety and security protocol document - (I'll provide copies)

- Clarification on the parent pick up process was requested, specifically around how staff ensured that the person picking up was who they claimed to be. A staff member who does parent pick-up reported that until they learn the vehicle and the names, they confirm the person's identity before releasing any students. A parent member also verified that they process is running smoothly and they have no concerns about the safety and security of the pick-up system.
- Request to add that all visitors and volunteers must display their ID sticker at all times.
- Request made to clarify a "visitor" and a "volunteer". Visitors are supervised by a school employee while around students. A volunteer has completed the application process, is board approved, and can lead activities with students, staff, etc.
- Question was raised about the "manned" door during after school events. It is not always possible especially for community groups.
- Deputy Lipker was asked about her opinion of allowing after school events to unlock one exterior door. Deputy Lipker understands the difficulties of staffing a door at after hour events. She believes that one point of entry is acceptable as long as the rest of the campus is not available. For example, at the secondary gym, the fire doors should be locked that lead down the hall towards the cafeteria. This limits public access to the interior of the building.

Upcoming events:

- Holiday Extravaganza –
  - o Update on procedures – RSVP for guests so they can be run through Raptor and all ID badges can be pre-printed.

- Those badges will be placed in alphabetical order on tables in the gym lobby where staff will check off guests as they come in and get their badge.
- Those who do not RSVP will have to stand in line and wait for the Raptor system to create a badge.
- Christmas celebrations –
  - PTCC cookies and popcorn
    - Thank you to the PTCC for providing all students with a cookie after the Holiday Extravaganza and for making popcorn and delivering that to all classrooms in the afternoon. We used our new school popcorn machine that was donated by the RFEO last spring.
  - Parties/movies/celebrations
    - Many classrooms and grade levels enjoyed parties and movies to end the week before the Holiday break. Activities and interactive games were also planned by teachers and student council.

Annual RCSD events – link to form emailed to members so they can add information.

Next meeting will be January 21, 2025 from 6-7 pm in the Media Center