

# General Greene Elementary

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## Meeting Minutes

**Meeting Date:** 08/10/2020 - 1:00pm

**Title:** Summer GLT Meeting

**Location:** Microsoft Teams

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### **I. Attendance**

**Team Members:** Stephanie Sigmon

**Guests:** Samantha Lambillotte (Joining team as the PBIS rep)

### **II. Celebrate recent successes**

- Chair/admin welcomed the team.
- Shared the school's mission/vision
- Reviewed meeting norms.
- The Assistant Principal led an Ice Breaker (Guess Who?)

### **III. Review and respond to coaching comments**

- No coaching comments at this time.

### **IV. Approval of last meeting's minutes**

- The team voted to approve the last meeting minutes.

### **V. Old Business**

- There is a parent vacancy on the leadership team. The PTA will vote in a parent rep. for the 2020-2021 school year.

### **VI. Indicators to Assess-Create-Monitor**

***Indicators Assessed***

***Objectives Planned For***

***Monitor (updates made)***

- School improvement goals will remain the same as last year.
- Goals set up in Literacy, Math, Science, Achievement Gap and Discipline.
- Action steps will be created under each content area goal for remote learning.

### **VII. Other Business**

**Action Taken:**

- Reviewed how to access Indistar for new leadership team members.
- Reviewed the leadership team by-laws.
- Shared that the by-laws & meeting minutes will be shared in Indistar and on the General Greene website.

- The General Greene staff voted for the new team reps by secret ballot in June 2020.
- Reviewed leadership team roles & responsibilities.
- The team voted in the new leadership team secretary, Mrs. Karl.
- The team voted in Mrs. Lambillotte, the PBIS team rep.
- By-laws were updated. There was a vote to change the GLT meeting date if the meeting falls on a holiday or a day school is closed. Meetings will be held the first Tuesday of each month. If the team is unable to meet on the first Tuesday due to no school, the meeting will be held the following day on the first Wednesday of the month.
- If a leadership team member is not able to attend a meeting, the rep will get another grade level member to attend in their absence unless there is an extenuating circumstance (Ex. whole team is on a field trip) with the exception of the parent rep.
- Meeting times for the 2020-2021 school year will be 3:00-4:15pm.
- Remote learning parent survey data was shared by the Assistant Principal.
- The Principal shared the BOE decisions about remote learning for the first 9 weeks.
- Shared safety protocols in place in the building due to COVID-19.
- Shared information regarding the opening of school (Ex. virtual open house on 8/12 at 4pm & 6pm, a potential drive-through for K-5 families, potential device/material distribution).
- Shared there were 78,000 devices ordered for all students and staff in GCS.
- Discussed a possible Kinder popsicles drive-through event since the normal popsicles on the playground event could not take place on campus this year.
- General Greene will participate in the second year of the SEL cohort. Teachers will incorporate SEL lessons on remote learning with students (morning meetings, SEL activities, etc.).
- Principal went over the school budget information. Instructional budget: \$17,802, Custodial: \$5,844, Magnet Instructional: \$1,777, Magnet Staff Development: \$1,912.50, Office: \$806.00
- Principal shared class sizes/numbers.
- Principal discussed what classroom furniture will be allowed in the classroom spaces.
- Assistant Principal shared discipline data for the 2019-2020 school year.
- School psychologist shared an MTSS update. General Greene will still be moving forward with MTSS for the 2020-2021 school year, adding the behavioral piece to GLT.
- Principal introduced new staff members; Ms. Lipe (K), Ms. Cottom (1st), Ms. Coleman (K-TA), Mrs. Jones (TA), Mr. Dove (Lead Custodian) & Ms. Wilkerson (.5 office assistant).
- Shared there are currently 2 vacancies; Treasurer and Speech (Open 9/5).
- Student Orientation Expectations shared. Should take place within the first 3 weeks of school, purpose is to help families with Canvas login, review Canvas expectations, make connections with each student, assessments, etc.
- Principal shared expectations for remote learning: Consistency, live interactions with teachers, common templates, attendance taken, grades assigned, specials, support from EC, AG, ESL embedded. Professional Development available for staff.
- Principal reviewed academic updates. GG will use iStation, Heggarty, CKLA, Eureka & ARC in instruction.

- Principal shared the 2020 Teacher Working Conditions Survey Results.

#### **VIII. Next Meeting**

Date: 09/01/2020

Time: 3:00pm

Title: GLT

Location: Microsoft Teams (Virtual)

#### **IX. Adjourn**

4:15pm

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