

Lead Team Minutes
Tuesday, August 29, 2023

Attendees: Caraway, Brewster, Napper, Alston, Karam, Ledbetter, McGoogan, Thompson, Dlangalala, Chiarolanzio, Chance, Morrison Hyde, Shrewsbury, McCoy

Meeting began at 2:33

- Field Trips
 - Field trips need to be planned in advance
 - Bus drivers are limited especially in May
 - Mr. Jordan has offered to come back to Oak Hill to drive if needed
 - Field trips should be scheduled and turned in to admin by 9/29/23
 - At least 2 fieldtrips per year
 - Be sure that multiple grade-levels are not scheduling field trips on the same day
 - If taking field trips at the end of the year be mindful of who is going with you in case they are proctoring

- SOAR
 - SOAR will begin next week
 - Interventionist plans are forthcoming

- Data Review
 - Dibels information will be coming soon

- PBIS overview
 - We will be moving forward with PBIS as a school
 - PBIS is a non-negotiable and needs to be done school-wide with fidelity

- PBIS Incentives
 - Dates and ticket cut-offs
 - 1st quarter
 - Ticket cut off: 11/1
 - Incentive: 11/9 – mini field day in orchard
 - 2nd quarter
 - Ticket cut off: 1/19

- Incentive: 1/26 - Fun activities for each grade in each classroom/Students rotate through
 - 3rd quarter
 - Ticket cut-off: 3/22
 - Incentive: 4/5 – Glow party in the gym
 - 4th quarter
 - Ticket cut off: TBD
 - Incentive: time TBD - Water Day in Orchard
 - We will revisit in January to determine dates for ticket cut-off and water day
 - Classroom incentives are for teachers to decide and give out
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- PBIS Tickets
 - will not be given to class by classroom teacher, other staff will give these out
 - Times/people who will give out tickets
 - Bus – morning and afternoon
 - Car rider – morning and afternoon
 - Hallway
 - Cafeteria
 - Bathroom
 - Playground
 - Specialists
 - Interventionist
 - Could give out prizes to teachers who are giving out all of their tickets
 - Teachers can keep track of how many tickets students have by using a checklist and having a daily or weekly deposit of PBIS tickets
 - Tickets are expensive to have printed
 - Could use old PBIS tickets from years past
 - Get off of teacherspayteachers
 - PBIS tickets need to start Friday, September 8th
 - A form will be sent out to teachers of the average amount of tickets that each student is receiving on 9/15. We will use that information to come up with an attainable goal
- PBIS Expectations
 - Mrs. Mimmy volunteered to make expectation posters for hallways
 - PBIS lessons are needed so all teachers and staff are communicating with the same language throughout the school
 - Vote on matrix by 9/5

- Discuss behavior plans with teammates for grade-level behavior plan document that is forthcoming
- PBIS fair
 - Happening Thursday, September 7th from 8:15 am – 9:45 am
 - First grade can send students to specials and pick them up early
 - Schedule will be coming out soon
- Budget
 - Promethium board purchased coming out of local funds
 - Title one funds will be used to purchase 2nd board
 - Will wipe out technology account
 - Chargers and headphones will be purchased
- Reading logs
 - Put summer reading logs in Mrs. McGoogan's box

Meeting adjourned at 3:40 pm