

## **SBLT Meeting**

**October 9, 2017**

**Members in Attendance:** Cole, Davis, Cottie, Hopkins, Pagano, Ambro, Kilcrease, Citty, Williams, Graves

**Meeting began at 2:55 pm.**

### **Review September 25<sup>th</sup> Minutes**

- School Improvement Plan & Goals were reviewed
- Monthly Student Club ideas were shared and numbers were proposed per club
- Beautification Grant ideas were shared

### **Simkins Clubs**

- Mrs. Hopkins shared a way to organize the groups.
- Mrs. Pagano typed up the club descriptions, along with the teachers' names and locations. Electronic descriptions of each club will be shared for teachers to reference.
- In the classroom, the teacher will explain to the students that they will rank their top 3 choices from those listed for their grade level (K-2, 3-5 or K-5), but those choices are not guaranteed.
- Using the data, teachers choose 2 students from the class for each club – this limit will prevent each club from being over 25 students
- Max 25 students per club (with the exception of Pagano – willing to take any over flow with 3 adults helping in her club)
- Ms. Williams, parent representative, will be in charge of creating the finalized spreadsheet
- Ms. Williams will decide if she's using **Google Docs** or an Excel sheet to organize the teacher's class info
- Student survey and teacher's Master List will be completed sometime between Wed. and Friday, and turned into Pagano before end of day Friday
- Ms. Pagano will be organize the teacher's lists and have them ready to give to Ms. Williams; Teachers will be given their club roster by Friday, October 20<sup>th</sup>

### **Proposed Transition ideas**

- Each student will have index cards containing their name, the homeroom teachers name, the club name, and be colored to match their assigned hallway.
- Some younger/EC students may need to wear their index cards (on a string) to keep from losing theirs
- K-1 Teachers will line up students by club order and walk students to their classrooms (dropping them off) start walking their students at 1:00 to their club classrooms

- 2<sup>nd</sup> – 5<sup>th</sup> graders will walk to their assigned classrooms (Sharkbites will help 2<sup>nd</sup> and 3<sup>rd</sup> grades and Teachers to help supervise transitions)
- We decided that most clubs have 2 teachers assigned, therefore the 2<sup>nd</sup> teacher can pick up and drop students off at the end of the hallway – Ricks and Sickzek will buddy up with someone else to help with transitioning students; ex. clubs with 3 teachers can help those teachers without a 2<sup>nd</sup> person)
- Parent volunteers will be solicited to help with clubs and transitions
- Teachers will take attendance when the students arrive. Teachers will also be notified in advance if a student is absent.

### **October Parent Night/ Fall Festival – Thurs. Oct 26 (5-7)**

- Popcorn will be provided as a snack
- Food Trucks will be present – Graves is in contact several people: the Tiki Hut Truck (snow cones), a food truck serving hot dogs and hamburgers (\$1-\$2), also wings, and a taco truck. Simkins will not pay for the Food Trucks, but this will give parents an option to buy food at a reasonable price during dinner time hours.
- Fall Festival will be held outside in the bus parking lot if the weather is nice. The back up plan is in the 4<sup>th</sup> and 5<sup>th</sup> grade hallway and gym.
- Altogether there will be about 11 or 12 stations (1 activity per grade level and specialists activities) – no prizes
- Grade level sign-up sheet will be in mailroom (examples of activities suggested were speed stacking-cups, basketball shoot out, selfie station – games that do not require extra supplies to be purchased or cost to replenish)
- Teachers will sign up by Friday to avoid duplicated activities (if a popular idea has the potential to create long lines, several grade levels may choose to do the same activity to help decrease the number of students that may have to wait – ex. Face painting).

**Meeting adjourned at 4:00 p.m.**

**SBLT Subgroup Meeting: October 23 @ 2:45**

**October SBLT Meeting: November 13 @ 2:45**