

WATERBURY PUBLIC SCHOOLS

Meeting Agenda

Group/Team:			
Location: Community Room	Date of Meeting:	Start Time: 8:05	Finish Time: 8:35

Team Norms:
Keep Students at the Center Respect All Voices Focus on the Agenda Communicate Openly and Honestly Be Solution-Oriented

Purpose of Meeting – Instructional Focus:
Develop January Attendance incentive

Agenda Items – (Items should reflect next steps from previous meeting.)			
	Agenda Item	Time Allotted	Person Responsible
1.	PTO update (if present)	5 min	PTO member
2.	January Attendance incentive - Carrington is ranked with 9 other schools as a “Master of Momentum” (second tier). Meaning our absent rate is better than 15% but not 10%. - Attendance Bingo - 5 in a row (small reward) - Full Card- (Bigger prize). - Include messaging for parents -	25	
3	Open discussion	5	
4.	Ideas for family nights	5	Group discussion
7.	Set Next Meeting date: 1/27 Notes: - Bingo card looks good - Will push out to teachers - Teachers can choose which square to work on - Small incentive for a row - Large incentive for full card (Pizza) - Can run into february		

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January is Attendance Bingo month! Classes will work together to earn bingo squares by showing up, being on time, and improving attendance. Even small improvements help. Thank you for helping us build strong routines after winter break.

Attendance Ladder (Progress-Based)

How it works

- Classes start at the bottom rung
- Each week they move up if attendance improves or holds steady
- No sliding backward

Golden Class Trophy (Rotating Recognition)

How it works

- Weekly attendance winner gets a visible trophy
- Trophy rotates each Friday
- No permanent winners

Attendance Streak Challenge

How it works

- Classes build attendance streaks
- Streaks reset weekly, not daily
- Short streaks still count