Date: 7/28/2026
Time: 9:00 am

Monthly SPT Meeting

I. Team members in attendance: Molly Walsh, Bethany Stevens, April Howard, Natalie Kelly, Dani Marshburn, Delainie Foster, Heather Getts, Tamara Brown, Destiny Pearce, Melissa Whaley, Kaylee Watkins, Chantelle Reynoso, Tabitha Dickerson, Desiree Morrison

II. Meeting Objective & Goal: What are the things that we will make sure happen to enhance our students' middle school experience this year?

III. Introductions: Staff introduced themselves and shared how their summer has been and what they're looking forward to this school year.

IV. Facilities/Grounds: The group walked around the campus, looking at improvements and talked about what to do with all the blank space on the walls. Each person was asked to take an index card with them and jot down thoughts for what could/should go on the walls.
We talked about what materials can be used on the freshly painted walls – the district has approved Command Strips only to attach things to the wall.
Flags – Mrs. Walsh talked about the flag donation she is trying to get to represent staff colleges/universities. She said that if anyone has a pennant to share, she'd love to display it. We talked about ways to reach out to get more pennants.

V. SPT Roles: Beth Stevens will be the process manager, Natalie Kelly will be the Team's secretary, and Dani Marshburn will be the timekeeper.

VI. TWC Survey: Mrs. Walsh mentioned that the purpose of these meetings is for members to go back and share the information with their teams and to get their feedback. Members should bring their team's feedback to the next meeting to be discussed. She noted that in the TWC, teachers felt as though they didn't have a voice but if team members are going back and sharing meeting information and getting feedback to take to the next meeting, this shouldn't be an issue.

VII. Student Center: Dani Marshburn has been working on bringing back the BETA club. She needs support and asks that one staff member be a dedicated helper with this. She added that the website has been extremely helpful. There is a lot to BETA so we may not be able to do all of it this year. Ms. Dickerson said that she will offer the media center as a place for students to work. Ms.

Foster mentioned getting students on board based on their scores from last year within the first couple of months of school.
The group wondered if BETA students in High School would be able to mentor our BETA students.
Everyone on the Team agrees to the student-to-student program for new enrollments.
Ms. Walsh wants us to have after-school opportunities this year. She is asking everyone for a total of 4 weeks to be dedicated to sharing something with students that they feel passionate about.

VIII. Finances: Mrs. Morton sent out an email about what programs teachers would like to keep or get. Most people on the Team do not like Brain Pop. GimKit is only $1000. The total spent on computer programs, paper, and copy clicks last year was roughly $46,500. We talked about copy clicks and how expensive they can get, especially when we go over the number of clicks. We also talked about school supplies that people may not be aware of like colored paper or chart paper. If teachers need additional paper, they can always add it to their Amazon Wishlist.
Mrs. Walsh shared the Title 1 budget and the line items that are there. She mentioned that our 2 long-term subs (paid for by Title 1) must now document how they're spending their time so that we can justify their salaries. She talked about the $10,000 available for staff development and how that money can be used. She said that money can be moved around if/when it needs to be. We talked about the 4 Title 1 nights we will be hosting this year.

IX. Master Calendar Dates

- Impact Aid Cards: Cards will go home Monday, September 21
- Literacy Night: Wednesday, September 23 from 5:30-7.
- Avid Contract Signing: September 17, 5:30
- 6th Grade Lunch on the Lawn: Friday, September 18, 10:45-11:30
- Free Seating at Lunch: Will start on Friday, September 18 (Ms. Foster will give Mrs. Walsh a guideline for how this could work.)
- 7th and 8th Grade Lunch on the Lawn: Friday, October 9 (times to be filled in)
- BETA Induction: Thursday, October 15, 5:30 pm
- Christmas AVID Social: Thursday, December 10, 2:45-4:30 (students will need a permission slip to stay after school)
- Academic Awards: Should we keep the same? Or change? Will come back to that for dates.
- 8th Grade Promotion: Can have a promotion celebration, NOT a graduation
- FUN Fridays: When should we start? Friday, September 25 will be the first one for 8th grade. (Students cannot attend if they are missing more

than 3 assignments.) Students have until the Friday before to get all of their missing assignments in. Sixth grade is 1st Friday and 3rd Friday, seventh is 2nd Friday, and eighth is the 4th Friday.
Concern about dates or scheduling?

X. Fundraisers: We will do 2 fundraisers this year. One will be in September. A color run will take place on Friday, April 2. Fundraising for this will begin in early March.

XI. Ms. Foster shared a thought about behaviors at lunch and how to address them. Others talked about how teachers on lunch duty will walk away for prolonged periods when they're expected to be in the cafeteria. If staff are doing what they're supposed to do, students can enjoy free seating.
Cafeteria Duty: Mrs. Walsh asked if teachers wanted a week on/off lunch duty or to do it specific days. Most teachers on the Team felt that alternating day to day is preferable than being on or off for a whole week. The group suggested printing large posters with cafeteria rules on them so that students are reminded about what their expectations are.

XII. ChatGPT and building an improvement plan: Ms. Stevens talked about how the district is sharing ways to develop a plan based on TWC and Cognia surveys. She shared what ChatGPT has highlighted as areas of improvement and explained that we will adjust this list.
Mrs. Walsh talked about discipline data and shared information about the busiest times of the day for referrals, where most referrals are taking place, what days they're taking place, etc. We talked about adding a session during the opening meeting about Educator's Handbook so that teachers know how, when, and why to make office referrals. We also talked about noting it in Infinite Campus when we contact a parent.
We will need to create a needs assessment before we can make a formal school improvement plan.

XIII. Enrichment: Ms. Kelly is well-versed in MTSS and although we will not change the way enrichment is scheduled, we will figure out how to incorporate MTSS a couple days of the week. Mrs. Walsh talked about the accountability sheet. Teachers don't like that students must have them signed off by a teacher. The second page was the accountability sheet, but many teachers did not use it. Mrs. Walsh asked how we can make students more accountable for missing work? Ms. Foster suggested they still write down their missing assignments, but to remove the teacher's initial part.

Tech-less Tuesdays and Thursdays: This is NON-NEGOTIABLE. Students can be doing other things like working on AVID, etc.

Monday: Check WAAGS, fill out accountability worksheet, get ready for the week
Tuesday: ELA focus (MTSS interventions)
Wednesday: Character Ed, SEL with AVID strategy of the week
Thursday: Math focus (MTSS interventions)
Friday: Accountability check and reflection

XIV. Web Pages for Teachers: Teachers need a photo or bitmoji for their page. They can use Wakelet instead of SWAY. (Mrs. Walsh said she does not know what is happening with SWAY.)

XV. Fidgets: Mrs. Walsh said teachers can handle this as they see fit.

XVI. Handbook Drafts: Teachers asked if we could add the old "visual" for the dress code to the student handbook. We will add to student handbook: "No distracting accessories!" (Paws, tails, ears, etc.)

XVII. Community Affairs: Ms. Dickerson will continue to coordinate BASES. Ms. Dickerson will also coordinate the United Way Coordinator. Ms. Stevens will be the school webmaster.

XVIII. Instructional Services School Contacts: We need someone for Math Counts, Odyssey of the Mind, etc. We will keep asking staff who want to cover these. These will count as an after-school duty.

XIX. OPENING MEETING: We will complete the meeting in one day. Ms. Whaley will talk about IC parent contact logs. Wilges will talk about grades and missing assignments and how things should be tagged in Infinite Campus. It was suggested we include an Educators Handbook session, information about dismissal, transition duties, and morning/afternoon duties. (Mrs. Walsh said that this year, teachers will be able to choose their duty.)
Mrs. Walsh talked about teachers being at school and their duty ON TIME. She reiterated that we are adults and need to be professional when it comes to doing our duties.
Teachers mentioned that they want subs to know what their duties are so that they are covered when a teacher is out.

XX. Future Dates for Meetings:
SPT – Next SPT meeting is 8/14 at 2:00 pm (before opening meeting)
BT Meeting Dates – Tuesday after BT Coordinator meetings (dates TBD)
ERPD – 9/16, 10/7, 11/4, 2/10, 3/10, 4/14