



Adolphus Elementary 2019-2020 Site Based Management Team Agenda September 25, 2019

*Highlighted members attended

Campus Committee Members: Stacy Boarman (Principal), Channon Almendarez (AP), Christine Stanley (Kindergarten), Jenni Holtman (1st), Taylor Diamond (2nd), Sarah Nash (3rd), Melissa Boaz (4th), Rosie Kuhar (5th), Michelle Steenbergen (Specials), Stephanie Warnock (Special Ed)

Parent Committee Members: Matt Smith, Edward Lopez, Amy Green, Katrina Sayes

Central Administration Committee Member: Lana Kettler

Community Committee Members: Jan Rhodes

Business Representative Members: Jenny Jones

Meeting Dates

September 25, 2019
October 16, 2019
November 20, 2019
January 29, 2020
February 19, 2020
April 15, 2020

AGENDA ITEMS

1. Call Meeting to Order / Introduce Committee Members
2. Purpose of the Committee – The Site Based Management Team (SBMT) is charged with collaborating in the decision-making process for optimal student success. (See copy of Board Policy on screen)
3. The SBMT Power Point: Curriculum / Continuous Improvement – New Initiatives / Communication / Commitment
 - Mrs. Boarman went through the SBMT PowerPoint presentation and discussed the expectations of the committee.
 - We will have six Site Based meetings this school year: (September 25th, October 16th, November 20th, January 29th, February 19th, and April 15th)
4. Advisory Discussion Items
 - Random Acts of Kindness Club and Student Council
 - 6 officers-one from each 5th grade class, voted on by RAK Membership
 - 1 class representative for K-4
 - Vote by membership or teacher recommendation by rubric
 - The Site Based Committee voted that a teacher would complete a rubric to choose the class representative for K-4
 - Teacher would only complete a rubric if the student states they are interested in being a class representative for RAK (K-4)

- Inform parents of the benefits to combine RAK/student council and inform them of the change
- The Site Based Committee discussed including character counts with the rubric
- Campus Improvement Plan
 - The Site Based Committee looked over and discussed the summary of the campus improvement plan
 - The Site Based Committee discussed different ideas to increase parent engagement (Spring Event): Family math/reading night (STEAM/STEM), MAD Scientist, Family literacy night, Code Ninjas, Mother's Day Tea, etc.
 - We will continue our Fa-BOO-lous Bash in the Fall
 - **Homework for SBMT members: Gather input from others on whether or not they prefer and daytime or nighttime parent involvement activity for the spring.**
- Snacks in the Cafeteria
 - See handout
 - Discussion of any concerns-Management of money with students, have a way for parent control (school café)
 - The Site Based Committee voted that students will get their lunch and snack while going through the line the first time.
- Canvas Learning Management System
 - Adolphus Elementary is a Level 1 campus this year
 - CANVAS COURSE USAGE CHECKLIST Level I
 - Canvas profile is current, including bio and a headshot photo
 - Course is published and homepage contains the following content:
 - • Picture: current picture of the teacher, sized to fit in the designated space
 - • Contact Information: updated with the correct information, including teacher name, title, phone number, and link to the teacher bio page works correctly
 - • Course Description: gives an overview of the course
 - • Class Schedule
 - • Specials Schedule
 - All teachers should have a canvas page up and running

5. Celebrations from members (Due to time constraints we did not voice celebrations)

- Kinder
- 1st
- 2nd
- 3rd
- 4th
- 5th
- Specials
- Special Ed.
- Parent
- Parent
- Parent

- Parent
- Community Member
- Business Member
- Central Administration

6. Adjourned at 4:00 PM