

School Site Council Agenda and Minutes

Monday March 30th 10:00-11:00 am via Zoom

1. Welcome and Good Morning
2. The School Site Council's Responsibility

Note from the meeting: briefly reviewed the expectations as established by the DESE.



3. Acknowledging the Less than Perfect Start of this Committee:

Notes from meeting: This is our first formal meeting as a new council. We acknowledged that this is less than perfect but we will hit the ground running. Agreed to meet online via Zoom or additional platform. The meetings will remain open to the public. The meeting id and password will be posted on Classdojo and via email to parents. All are welcome to participate.

4. SSC Co-Chair: Selection Process:

Notes from meeting: Allison Straker will be the co chair for the remainder of this school year. Kerry Marshall also volunteered but the council agreed to have one co-chair be a parent instead of another staff member.

5. Overview of the Budget and the Quality Improvement Plan
 - a. Staffing
 - b. Best and Worst Case Scenarios

Notes from meeting: Dr. McLean shared that he was optimistic about the budget proposal for the 2020-2021 school year. There are no staffing cuts or expansions. He is recommending that our parent liaison go from a stipend position to an 18 hour a week position. That recommendation was made to

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the executive cabinet for review. Pawtucketville will maintain our 4 mainstream special education teachers. Dr. McLean was concerned that we may lose one teacher---that will not be happening. We are also keeping our 4 grade level paraprofessional positions--also a good development. In general, Dr. McLean shared he believes the staffing for next year, as it stands now, is appropriate and will allow us to carry out our instructional goals.

6. The \$78,000
 - a. The source of the money.
 - b. The rationale behind each line item

Notes from meeting: Dr. McLean shared that typically we have between \$40,000 and \$50,000 in school site funds. That money is usually divided into categories for supplies, teacher classroom supplies, professional development. In order to ensure equity, the district proposed that Pawtucketville be provided \$78,000 this year and the additional money be used to support instructional initiatives. The school council agreed to propose breaking down the money into the following categories:

Expense	Cost	Justification
Total funds	78,322.00	
FIXED COSTS: Paper and General Office: Yearly Expense	-21,322.00	Copy paper, toner, walkie talkies, batteries, laminator rolls, Market Basket Purchase Order, MCAS Alt material, colored paper, office video display
Professional Development: General Expenses	-2,000.00	Grade Level Planning time. Supports substitutes for data summits and PD days for teams. Also allows for additional collaboration time for grade level teams.
FIXED COSTS: Teacher supplies: Yearly Expense	-11,000.00	Classroom Supplies: \$300 per classroom teacher, \$500 per specialist, bulk office purchase.
INSTRUCTIONAL IMPROVEMENT: Teachers College Phonics Program PD/Materials	-2,500.00	Professional Development for Grades K-2 regarding Teachers College Phonics program. Year 2 K-1. Year 1 for grade 2. Additional purchases needed to support program (magnetic letters, white boards, dry erase markers, erasers, mascots for grade 2, bins for rug clubs, pocket charts)
INSTRUCTIONAL IMPROVEMENT: CSA Program Development	-3,500.00	Professional Development for Teachers to work with BCBA. Curriculum materials Pre-K -4.
INSTRUCTIONAL IMPROVEMENTS: Rise Up Program Support/Social Emotional Learning Materials	-2,000.00	Curriculum materials to support "Rise Up" SEL program morning meeting, community meeting, Pawtucketville families.
INSTRUCTIONAL IMPROVEMENT: Math Intervention	-7,000.00	Online Math Intervention Instructional Program. Professional Development and Planning time for math team and grade level teams to develop data based math intervention program relevant for each grade level. Includes progress monitoring.
INSTRUCTIONAL IMPROVEMENT: Classroom Libraries	-13,000.00	Leveled readers, high interest, culturally diverse books to enhance classroom libraries. Materials to support literacy intervention. We currently do not have books to send home. Currently lack resources to support Teachers College programming.
Technology: Hardware Investment	-8,000.00	Chromebooks and Ipads including license, warranty, cart. Goal is to achieve 1:2 ration with fully operational devices.
MCAS Academy	-3,500.00	4 weeks, of before school skill development open to all students in grades 3-4. Money supports teaching and planning.
Grade Level Enrichment	-500.00	Family events and classroom enrichment projects
Field Trip Buses	-2,000.00	Field Trip Transportation: Money for each grade level to supplement educational field trip transportation.
Early Opening 8:55 Daily	-2,000.00	Staff to supervise gym for 8:55 opening (Staff on clock at 9:10)

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The council believed it appropriate to suggest we increase the funding for leveled readers and books and reduce the amount set aside for technology. Dr. McLean discussed the need for leveled readers and high interest books as we continue with our balanced literacy curriculum. Our long term goal is to reduce the need for reading intervention by engaging our youngest students in frequent and high interest reading and by providing more high interest books for them to take home and to use in the classroom. Dr. McLean stated that Pawtucketville is in need of a heavy investment in texts. The council agreed that a \$13,000 investment is reasonable.

Dr. McLean also explained his interest in supporting funding for our SEL program (Rise Up), our CSA program, chromebook purchases, and Pd and supplies for our newly implemented phonics program. Dr. McLean shared his budget recommendations with the executive cabinet and is waiting for feedback. Another school site council meeting will be held to review the feedback once received.

7. Feedback and Questions

8. Setting the Next Meeting Time

Note from meeting: The next SSC meeting will be held the week of April 13th. The invitation will be shared with families and staff.