**May 4, 2020**

**Start time\_12:33\_ End time\_2:25\_**

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| --- | --- | --- | --- | --- |
| **Members Present** | | | | |
| C. Arbuckle x | M. Berns x | J. Bonfield x | M. Desai x | A. Helfrich x |
| M. Kitsinis x | M. Kyrlach x | S. Lofquist x | N. Monak x | J. Rothwell x |
| S. Stewart x | K. Thompson x | A. Vagedes x | E. Vahue x | C. Walter x |
| Saundra Oprea | Jordan Bankston x | Asst Comm Coord | A. Simpson x | T. Stegman x |

1. Approval of minutes

E Vahue motions to approve minutes

J. Bankston 2nd

1. One needs assessment (JoAnna Sears)

Discuss the beginning process for our One needs assessment in our OnePlan.

ODE requires a needs assessment as part of the Title money that comes into the district. The state has changed the tool to make it more comprehensive.

Based on data points schools get required questions from the state. Building leaders look at the highest priorities of the building. Every building will have an ELA goal, Math goal, and PSC goal.

This will be dedicated to our last ILT meeting.

1. PBIS plan

J. Bankston presenting PBIS Plan for PRM 2020-2021

No changes in District behaviors.

A section added in Continuum of Support by adding Alternative Learning Center instead of ISS  
A section added on Buddy Rooms

* buddy rooms are up to 30 minutes for primary
* buddy rooms are up to 1 hour or one class period, whichever is shortest
* if buddy room partners agree then times can be changed if decided
* what if a student doesn’t respond to going to the buddy room? This language is supposed to be included. Mr. Brad needs to add that language. “Calling administration and/or security if the child refuses to go to the buddy room.”

Progressive Discipline Plan - refer to PBIS plan for specifics

* changes at Level 1
* changes at Level 2
* changes at Level 3 - assigned to a buddy room, chronic behavior is spelled out in the PBIS plan. 3-6 and 6-9 should have three behavior infractions in a week result in discipline log entry. 9-12 should have three behavior infractions in a day result in discipline log entry.
* changes at Level 4

Classroom behavior management systems

* Require a written explanation of the 3-6, 6-9 classroom behavior management systems
* 9-12 has a new written plan for behaviors and how their consequences

Expectation is to teach the school-wide expectations. There will be a check-list

PBIS plan will be sent when corrections are submitted.

A. Simpson proposes the staff votes on Google form and that way it will be posted in the Rocker and will have a due date for staff.

1. Placement Policy

E. Vahue shared that there was inquiry around a policy in place for getting siblings of previous students. Will the student automatically be placed in the same room as the sibling was?

Our goal is to make placements as equitable as possible. There is no guaranteed sibling placement policy. Placement of siblings will be considered for the same rotation where equity is not disrupted.

1. Priority Spending for remaining Title funds

We have the ability to spend the remaining Title funds.

Our unencumbered Title funds: $2600

$4,000 certified travel reimbursement - A Simpson would like transferred to instructional supplies.

Vote: Teams focus on priority needs for instructional supplies and spend around $2000 per team and leave the $1000 for office use for new teacher supplies that might be needed immediately.

M. Kitsinis motions to approve

J. Bankston second

Favor - 12

Opposed - 0

Abstain - 0

Orders for instructional supplies from Ms. Lewis was updated from Ms. Lewis. You would have received an email from Ms. Lewis.

1. Transition Day Proposal

E. Vahue:

3-6 could stand 6ft apart at top circle of our building and Kindergarten families could give the Dr. Suess book that is signed by the teachers and provide the new teacher placement as well.

6-9 are envisioning the same thing with their 3rd graders going to 4th grade but with a different book. Signed by Paras and HR teachers and being told their placement.

T. Kauffman is working with N. Monak and E. Vahue on orders and delivery dates.

9-12: needs to talk to team about it

1. 6th grade recognition

Email chain has begun and is being used to plan the 6th grade recognition.

1. End of year events

A. Simpson proposes that we have a virtual field day for the whole school. Reach out to Mr. T to see if he is willing and how we can support him.

M. Kitsnis has an idea of doing a virtual music show as well.

PTO has been a big help in the past for field day. A. Simpson is going to reach out to them as well.

Proposed date of May 21

Motion to vote on Virtual Field Day experience/Variety show

Motion by M. Kitsinis

2 by J. Rothwell

Approve - Unanimous

Opposed

Abstain

1. Planners

A. Simpson proposes that we have planners as a building with the student handbook in the beginning. Character Counts have a lot of additional resources inside.

This does not have pockets so Wednesday folders will still be utilized.

We could include the one-page district calendar.

It does have a spot for parent signatures.

3-6 uses their Wednesday folders daily for communication. They are concerned that they will not get as much participation with 2 forms of communication.

6-9 is worried that the planners are another thing that could stress them out and that the blue folders are already one thing that their kids have to worry about.

Take back to teams so that ILT can approve.

1. Food Boxes Giveaway

J. Bankston - Partnership with the Freestore foodbank. Food distribution for our PRM families with the option for pick up or have the food taken to someone in your community. The idea would be that it happens from 6pm-7pm and families can drive up through the circle at PRM and load it up there. PTO would make a flyer that can be sent home to the families.

Contact J. Bankston if you would like to help or have questions. Text is best 513 335 3295

1. Looking ahead

Master schedule sub committee needs to be considered. We don’t know if there will be changes to our master schedule or not. We want to have input and have a team in place no matter what that looks like.

* Take back to teams and make one rep from each team.

A. Simpson encourages everyone to look at the Energy Bus website to get an overview of the program. [www.energybusschools.com](http://www.energybusschools.com)

* bring back to next ILT meeting

1. Agenda for next meeting

* planners
* energy bus tour
* title funds
* May 18th is next ILT meeting
* Transition day information is needed on Monday May 11th to Ms. Simpson. May 19th for transition day and 6th grade celebration for May 20th.