



School Leadership Team

Meeting Minutes

July 6, 2020

I. Welcome and brief introductions - 6:30-6:45p

Attendees: Brandi Marks, Parent Brooklyn Hough, Principal CeCe Muhizi, Parent Courtney Hubbard, Principal Fellow Courtney Riley, Teacher (Art) Cristy Travaglino, Parent, Chair Cynthia Karim, Parent Gayahri Dharmalingam, Parent Laura Bernstein, Parent, Recorder Megan Last, Teacher (3rd grade) Michele Baxley, Teacher (6th grade) Rebecca Grgurina, Asst Principal Yahaira Jackson, Parent, Timekeeper	Attendees cont.: Kelly Taylor, Talent Development Emily Bullard, Teacher (Kindergarten) Lisa Vaughan, Parent Sarah Jane, Teacher's Assistant <u>Guests Present</u> Andi Parrish, Parent (observer) Henry Lander (guest/facilitator) <u>Not Present</u> Ann Phillips, Sr Admin Secretary Maniya Arrington, PTA President
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II. Approval of [June 1](#) minutes - 6:45-6:50p

- A. Discuss any necessary changes
- B. Vote on approval

Minutes approved.

III. Updates from principal meeting regarding school opening in August - 6:50-6:55p

- A. Building update
- B. COVID-19 task force
- C. Return to school plans
- D. Optional Q&A at the end of this meeting

Admin Team will move into the building 7/16/20. Should know by 7/17/20 which of the

three plans (fully on site, partial remote/partial on site, fully remote) we will start with. COVID 19 Task Force has been created. After-school Director hired but plans for after-school are on hold. No action/decisions for this part of the agenda.

IV. Approval of Required Teacher Workdays - 6:55-7:00p

- A. District Required: August 6 (1/2), August 7, October 19, January 4 (1/2), March 12, June 1
- B. School Required (must leave two optional): I would like to require September 28 for elementary conferences
- C. Optional Workdays: November 3, December 22, January 4 (1/2), April 1, June 2

Team approved required teacher workday 9/28/20. Team discussed concerns about early dismissals and possible rotations in regard to a disproportionate number of days in-school/on-site for one group versus others.

V. School Fees - 7:00-7:10p

- A. Agendas
- B. Class shirts - will these be used/helpful since field trips unlikely?
- C. Teacher resource materials - can they be used at home?

Feedback given: Agendas, RAZ kids app and Handwriting w/o Tears are all useful to both virtual and live teaching. Time for Kids and Scholastic may offer free virtual options for fall, need to look into that. T-shirts could be removed from the fees and instead offer Spirit Wear through PTA sales.

VI. Mission, Vision & Values - 7:10-7:50p

- A. First step of school improvement plan
- B. Henry Lander will be facilitating discussion

VII. Action Items - 7:50-7:55p

- A. Mission, Vision & Values "homework"

Homework is to add 2-3 key words and definitions to the google doc in the next few days so we can create our mission, vision and values.

- B. Next SLT Meeting - Monday, July 20 at 6:30pm

Add discussion about virtual clubs to next meeting agenda.

VIII. Closed session: Safety and/or Title IV issues (if any) 7:55-8:00p

No issues to discuss.

IX. Optional: Q&A regarding school opening in August

Questions regarding PPE requirements for staff and students, COVID task force will address these. Waiting on Gov. Cooper's announcement for other plans to start school. Calendar days are not even for each group if divided into thirds for remote & in person learning.

Upcoming Topics:

- Continued work on School Improvement Plan