



School Leadership Team

Meeting Minutes

August 9, 2021

- I. Welcome and approval of [July 12](#) minutes including items in Safety and Title IX log - 7:30-7:40p
 - A. Vote on minutes approval
 - B. Reminder: Next meeting is September 13 @ 7:30-8:30p (2nd Monday of the month)

<p>Attendees: Alyssa Belles, Teacher (3-5) Brooklyn Hough, Principal Cristy Travaglino, Parent, Chair Cynthia Karim, Parent Karen Abruzino, Nurse Courtney Hubbard, Principal Intern Courtney Riley, Teacher (Special/Electives) Elaine Meacham (Instructional Assistant) Laura Bernstein, Parent Recorder Megan Bowles (EC) Rebecca Grgurina, Asst Principal</p>	<p>Attendees Continued: Yahaira Jackson, Parent Lisa Vaughan, Parent</p> <p><u>Not Present</u> Lauriel Faltin, Teacher (K-2) Emily Bullard, Teacher (Kindergarten) Kelly Taylor (Talent Development) Megan Last, Teacher (3rd grade) Michele Baxley, Teacher (Middle School) Brandi Marks, Parent Time-keeper CeCe Muhizi, PTA President</p>
<p>Meeting started: 7:35 pm. Meeting took place via Zoom. Meeting recorded by Megan Bowles and edited by Laura Bernstein July 12, 2021 Minutes Approved</p>	

- II. Review and approve photographer - 7:40-7:50p
 - A. St. John's
 - B. Metro

<p>Discussion: The team evaluated photographer options. Criteria for decision included CMS requirements, overall cost to parents, fundraising ability, quality of photos, special offered features, and feedback from the community for 2020-21 school year.</p>
<p>The team voted to move forward and sign the contract with St. John's as the 2021-22 school year photographer. The vote was unanimous.</p>

- III. CMS required sexual harassment discussion - 7:50-8:05p
- A. [Link](#) to existing materials
 - B. Strategic recommendations for preventing sexual harassment in CMS and ensuring that students understand their right to be protected from sexual harassment (training for staff, lessons for students)
 - C. Strategies for ensuring students understand how to report possible sexual harassment and are aware of the school's obligation to promptly and effectively respond to sexual harassment complaints (lessons for students, on all CMS websites)

Discussion included our annual review of Title IX. Outcomes:

- Admin team attended annual training per policy.
- Our Title IX investigations are posted on the school website.
- We are following the requirements to offer equal opportunities for sports per CMS policy.
- School staff will go through training before 2021-22 school starts, and students will also be given a lesson on Title IX at the beginning of the school year.
- Reporting procedure allows for families and students to file a report on the school website.
- Some of our minority populations on the panorama survey scored lower on the “sense of belonging” indicator. We will hone in on this during the 2021-22 school year.
- Concerns and ideas related to more inclusive, representative of diverse population were shared related to training scenarios, parent interactions, books/literature, career fairs, etc.
- Mrs. Grgurina is the Title IX liaison; however, students may report to any adult; professional staff will work to make it clear and easy for students to feel comfortable.

- IV. School safety - 8:05-8:25p
- A. Masks required (students & staff)
 - B. If students are wearing a face covering & are exposed, no quarantine
 - C. Staff do need to quarantine if exposed and not vaccinated
 - D. Staff/adults remain 6ft apart at all times
 - E. Students need to remain 3ft apart or as far as possible when masked and 6ft apart when unmasked (such as cafeteria)
 - F. Need to use seating chart for cafeteria
 - G. No groups of desks
 - H. Maintain accurate seating chart
 - I. Large assemblies are discouraged due to inability to offer adequate spacing
 - J. Visitors and volunteers are allowed, but need to maintain 6ft of spacing, sign-in and wear mask

- K. In-person open house being offered with virtual option as well - meet the teacher, drop off supplies, dismissal information, homeroom parent sign-up, student information, see the classroom
- L. Symptom checker and temperature checks are no longer required -- need to encourage children to stay home if feeling sick
- M. Isolation room for students who have COVID symptoms
- N. Playgrounds can be used
- O. Students can share supplies if they must
- P. Water fountains can be used
- Q. If have COVID, 10-day required quarantine from day of positive test or 1st day of symptoms. Health department and Nurse A contact the family and determine when the student can return to school

RFSA is following all District Guidelines in compliance with Governor and CDC recommendations.

Discussion included challenges related to vaccination requirements, adherence to HIPPA regulations, quarantine procedures and general safety protocol as well as implications for Virtual Academy, magnet students and in-school volunteers. Ideas, questions, and suggestions were shared related to open house parent attendance, cafeteria challenges, and make-up work for in-school students who are out for prolonged periods of time due to COVID or other illness. School Administration will consider SLT input as we move forward with the school year and will address unique problems/situations as they arise.

Topic Emerged/Added to Agenda: Use of Canvas for the 2021-22 School Year
SLT was updated on how Canvas will be used differently than it was during 2020-21 with more emphasis on in-class instructional time.

- V. Closed session - 8:25-8:30p
 - A. Safety and/or Title IX issues (if any)

None at this time.

Meeting adjourned 9:00pm

Upcoming topics:

- September – Review SIP goals
- September – Review safety plan