

## Minutes Form

**Meeting Title:** Mullen School Planning Team

**Date:** January 8, 2020

**Members:** K. Gerth, D. Nigro, D. Ciancio, S. Weinheimer, J. Miranda, C. Witherell, P. Kuun, L. Barnum, S. Dowd, S. Davison, C. Hout

**Absent:** H. McAndrew

**Roles:**

<b>Leader:</b>	D. Nigro	<b>Minutes Taker:</b>	D. Nigro
<b>Facilitator:</b>		<b>Time Keeper:</b>	8:15am – 8:45am
<b>Recorder:</b>	K. Gerth	<b>Observer:</b>	

**Information Shared:**

- **Assembly Days/Times**

\*We will continue to rotate days and times so that the same specials/planning periods/groups won't be missed.

\*The next assembly is on February 3rd at 1:45pm. Students will be called down beginning at 1:30pm.

\*Parents are supposed to sit in the last 2 rows in the middle of the aud. Parents will be asked to wait until all classes have been dismissed to leave in order to help with congestion in the hallways.

- **100th Day of School**

\*We will hopefully celebrate schoolwide on Thursday, Feb, 13th. Stay tuned for a possible committee and more information.

- **MAW**

\*Principal for a Day information is going home this week. The winner will spend the day with Mrs. Nigro on Feb. 7th.

\*MAW event will be on Wed. March 18th this year.

- **Nurse**

\*Nurse Suzie will be retiring. Her last day is Thursday, January 16th.

**Issues Discussed (Decision Points Identified):**

- **Round Table**

- McTeacher Night will be on Wed. March 11th. Stay tuned for more information and sign ups.
- It was asked if it's possible for our doors to be unlocked and opened in the mornings. Diana will look into that.
- Mid Year iReady testing window is 1/13-1/21. There will NOT be Tier 2 groups the week of 1/13 to accommodate for testing. Reading intervention teachers will notify classroom teachers if/when they will be taking their groups.
- Lego Wall - legos will be put in plastic drawers next to the wall. Teachers will receive a "Lego Wall Pass." The pass will be used to send students down to create on the wall. The pass is for 3 minutes of lego time. Lori will have a timer to let kids know when to go back to the classroom.
- ELA PLC - ELA reps only - Mon. Feb. 10th at 8:45am.

- Recycling - The large bins will be placed in the hallways on Friday mornings after announcements. Please empty your bins during that time if needed.

**Action Register:**

<b>Task</b>	<b>Assigned to</b>	<b>1. Report Date</b>
		<b>2.</b>
Lego Pass	Pauline	January 2020

**Parking Lot / New Items:**

<b>What</b>	<b>Who</b>	<b>Date</b>	<b>Done</b>

**Next Meeting:**

**Date:** February 4, 2020      **Time:** 8:15am

**Place:** Room 113