

Minutes Form

Meeting Title: School Planning Team

Date: 2/9/17

Members: Jessica Lyons, Jeanne Kasprovicz, Chris Rudroff, Robin D’Amato, Maureen Zarcone, Emma Florian, Maryanna Fezer, Debbie Shaffer, Robin Sesnie, Kristin Planz-Christian

Roles:

Leader:	Jessica Lyons	Minutes Taker:	
Facilitator:		Time Keeper:	Robin Sesnie

Information Shared:

1. Food being dropped off for students - saving until lunch periods
2. Students with blankets - OO and MP - Jessica will talk to individual students
3. Square Dance Hoe-Down - March 22 periods 8 and 9
4. Judge Salterelli panel on March 22 from 9:45-10:45 - will speak to students about the law and the effect on their future when they make poor choices
5. Spring Class Meeting - dates TBD
6. Diversity Day - week of Sept. 25 -29

Issues Discussed (Decision Points Identified):

1. Students without a 504 or IEP having a separate location
 - a. Students retaking Regents exams will take the exam in a smaller setting
 - b. A list will be provided by Guidance to Pat Bachman prior to exam week
 - c. Pat Bachman will let Mike/Jessica know if she needs an extra staff member to proctor in LMC
2. Students sick during midterms or a local final
 - a. Jessica will email her principal list serv to see what other schools do
3. Exams will be in the Miller Gym
4. If students have a work release and are remaining in the building let Mike or Jessica know. They should be leaving the building unless they have prior permission to remain.
5. Career Fair - postponed until September

Action Register:

Task	Assigned to	Report Date
email list serv about students sick during local finals and midterms	Jessica	March meeting

Parking Lot / New Items:

What	Who	Date	Done
OSS procedures			

Next Meeting:

Date: March 16, 2017

Time: 2:40

Place: HS LMC