

Minutes Form

Meeting Title: Mullen School Planning Team

Date: November 29, 2016

Members: T. Merritt, D. Ciancio, K. Fox, S. Davison, L. Badgley, C. Hout, K. Gardner

Absent:

Roles:

Leader:	L. Badgley	Minutes Taker:	L. Badgley
Facilitator:		Time Keeper:	8:15am – 8:45am
Recorder:	K. Fox	Observer:	

Information Shared:

- **Make-a-Wish**

- *Santa Letters are due on Thursday, December 8th.
- *Sabretooth will come on Thursday, December 8th at 9:15 to collect the letters from each classroom.
- *TV News will be here as well. Melissa Kossow will send out a list of those who are not able to be caught on camera.
- *A note will go home to parents asking them to send the kids in holiday colors, hats, etc. that day.
- *The MAW kick-off assembly will be on Friday, December 9th at 1:45pm.
- *December 16th is Pajama Day.

Issues Discussed (Decision Points Identified):

- **Parent/Teacher Conferences**

- *Some teachers inquired about divorced/separated parents requesting separate conferences.
- *It is up to each teacher's discretion if you would like to accommodate them or have 1 conference per child.
- *Larry is willing to sit in on any conferences if need be.

- **Holiday Celebration/Sing-A-Long**

- *Maria is working on Christmas songs with each grade level.
- *The Sing-A-Long will be on Thursday, December 22nd at 2:30pm. A shortened version of our Growing Together Assembly will be that day as well.
- *Santa will be here for the sing-a-long.

- **Turkey Trot**

- *We have asked that we alternate with Riverview each year...morning one year and afternoon the next.

- **Sunshine**

- *Save the Date – January 7th, 2017 will be our after the holidays party.
- *Sunshine Committee is meeting on December 1st to discuss the party.
- *Stay tuned for more details!

- **Christmas Movie and Lunch**

- *We will have an extra 30 min added to the end of our lunches on Wednesday, December 21st. The students will head to the auditorium after their lunch for a movie.

- **Parking Lot**

- *There is a plan for more parking.

*They are hoping to extend the parking lot into the basketball court.

*No timeline has been established yet.

- **SST**

*The amount of people at SST meetings and who is sitting in is being looked into.

Action Register:

Task	Assigned to	Report Date
Christmas Movie/Lunch Schedule	Larry	December 2016
Non video list	Melissa Kossow	December 2016

Parking Lot / New Items:

What	Who	Date	Done

Next Meeting:

Date: January 5, 2017

Time: 8:15am

Place: Mullen Conference Room