

Minutes Form

Meeting Title: Mullen School Planning Team

Date: September 29, 2016

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

Absent:

Roles:

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

Information Shared:

- **Fire Drills**

- *We have 2 more to go.

- *There will be 2 lockdown drills between now and January.

- *Remember to bring your feedback sheet with you for every drill. Hand it in to your specified runner.

- *Also have a class list with you.

- **Growing Together Assembly**

- *Friday, September 30, 2016 at 10:00 – 3rd grade will be called down first.

- *Next assembly will be Friday, October 21, 2016 at 2:30

- *Assembly seating for the auditorium will be assigned once we see how everyone fits at September 30th assembly.

Issues Discussed (Decision Points Identified):

- **Early Release**

- *Friday, October 7th – students will be dismissed 15 minutes early

- *Buses will begin at 3:05 and walkers will be called at 3:15

- **Halloween**

- *School Halloween parade and class parties will take place on **FRIDAY, OCTOBER 28TH** this year instead of on Monday the 31st.

- *A parent letter will go home stating this.

- *Suggestions for a faculty/staff theme???? Please share if you have any ideas ☺

- *Faculty costume is not mandatory. You can dress in your own costume if you choose.

- *We will participate in candy buy back again this year.

- **MAW Bubble Gum Day**

- *Wednesday, October 19th – more info to come.

- **T/NT Car Parade**

- *Friday, October 14th around 2:30-2:45

- **Aimswab Plus**

- *Assessing K-3 students

- *Aiming to assess the second week of October

Action Register:

Task	Assigned to	Report Date
Fire Drills/Lockdown Drills	Larry	Sept. – Jan.
Halloween Theme for Faculty/Staff	Everyone	ASAP
Assembly Seating Chart	Larry	October Assembly
MAW Bubble Gum Day	Sue Davison	October

Parking Lot / New Items:

What	Who	Date	Done

Next Meeting:

Date: October 2015

Time: 8:15am

Place: Mullen Conference Room