

School Planning Team Minutes
September 8, 2016

Attendance: Jessica Lyons, Robin D'Amato, Maureen Zarcone, Renee Smith , Emma Florian
Robin Sesnie, Debra Shaffer, Jeanne Kasprovicz, Melissa Piazza

- **Fire Drills/Lock Downs:** Requirements are now 6 fire drills and 2 lock downs by December, and 2 fire drills and 2 lock downs in the Spring. They will start next week.
- **Observations:** Will begin in October. Formal observations will be done by Jessica Lyons or Michael Brown. Informal observations will be divided up between Amy Edgerton, MaryBeth Scullion, and Jim Newton.
- **Passes in Hallways:** Students much have passes. Use only the new purple passes.
- **ISS:** Two people in charge. Scott Foster and Tyler Wilkesmore
- **Dress Code:** Be vigilant. Can call Guidance or Jessica is you have questions or want them to handle the situation.
- **Success Room:** Please use it!!
- **T-NT Week:** Carnival Theme. Chaperones are needed, so please consider volunteering. The schedule it...
 - October 11 – Motorcade
 - October 12th – Powder Puff Game
 - October 13th – Bon-fire
 - October 14th – T-NT Game
 - October 15th - Dance
- **Students late to classes because they are finishing tests:** Any policy you have with test will be supported as long as you make it clear to your students. So...it you want to set time limits; you can. FYI – this does not apply to students with test accommodations.
- **Switching Classes:** Still an issue with students dropping and being added to classes that are already full. Jessica will discuss this with Guidance.