

Minutes Form

Meeting Title: Mullen School Planning Team

Date: May 12, 2016

Members: K. Fox, B. Halgash, S. Davison, T. Crean, D. Ciancio, T. Merritt, N. Bailey, C. Hout

Absent:

Roles:

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

Information Shared:

- **Fire Drills**
 - *COMPLETED!!
 - *Lockdown drill scheduled for June – no date yet
- **Flag Day**
 - *Tuesday, June 14th
 - *Ceremony will be held in the afternoon this year
 - *Color Guard will be here again
 - *Each grade level will perform a patriotic song – Brad will talk to Kelly about this
- **Art Show**
 - *Tuesday, May 31st
 - *See email from Brad for schedule
- **Lion King**
 - *Wednesday, May 18th
 - *See email from Brad for schedule
- **Field Day**
 - *Thursday, June 16th
 - *Steve Trenchard is working with PTSA to plan
 - *Plans are already in the works
- **Third Grade Picnic**
 - *Thursday, June 9th – 12:15-2:15
- **Master Schedule Committee**
 - *Committee members needed – 1 from each grade level, special area teacher, etc.
 - *No major changes are anticipated
 - *Schedule could possibly be completed before summer vacation
- **Last Days**
 - *UPK - Friday, June 17th
 - *Students/TA's – Wednesday, June 22nd
 - *Teachers – Friday, June 24th
- **End of Year Luncheon**
 - *Sunshine is working on this.....more info to come.
- **End of Year Changes**
 - *Any grade level or room changes will be made by the first week of June.

Action Register:

Task	Assigned to	Report Date
Flag Day songs	Brad/Kelly Ersing	June 14 th
Field Day	Steve Trenchard/PTSA	June 16 th
End of Year Luncheon	Sunshine	Last week of school

Parking Lot / New Items:

What	Who	Date	Done

Next Meeting:

Date: June 2016

Time: 8:15am

Place: Mullen Conference Room