

# WATERBURY PUBLIC SCHOOLS

## Meeting Agenda

|                                     |   |                              |                               |
|-------------------------------------|---|------------------------------|-------------------------------|
| <b>Group/Team:</b>                  | <b>Maloney Magnet School Governance Council</b> |                              |                               |
| <b>Location:</b><br>Conference Room | <b>Date of Meeting:</b><br>1/31/19              | <b>Start Time:</b><br>3:15pm | <b>Finish Time:</b><br>4:15pm |

|   |
|---|
| <b>Team Norms:</b>  |
| <ul style="list-style-type: none"> <li>Be Proactive</li> <li>Begin with the end in mind</li> <li>Synergize</li> </ul> |

|  |
|--|
| <b>Purpose of Meeting – Instructional Focus:</b> |
| School Governance Council                        |

|  |
|--|
| <b>Agenda Items – (Items should reflect next steps from previous meeting.)</b> |
|--|

|     | Agenda Item             | Time Allotted | Person Responsible      |
|-----|-------------------------|---------------|-------------------------|
| 1.  | Discuss role of council | 15 minutes    | T. Grabowski, D. Cullen |
| 2.  | Elect officers          | 10 minutes    | Team                    |
| 3.  | Compact revision        | 35 minutes    | Team                    |
| 4.  |                         |               |                         |
| 5.  |                         |               |                         |
| 6.  |                         |               |                         |
| 7.  |                         |               |                         |
| 8.  |                         |               |                         |
| 9.  |                         |               |                         |
| 10. |                         |               |                         |

# WATERBURY PUBLIC SCHOOLS

## Meeting Agenda

|                             |  |                        |         |
|-----------------------------|--|------------------------|---------|
| <b>Group/Team:</b>          | <b><i>Maloney Magnet School Governance Council</i></b> |                        |         |
| <b>Location:</b>            | Conference Room  | <b>Norms Reviewed:</b> | Yes     |
| <b>Date of Meeting:</b>     | 1-31-19  | <b>Start Time:</b>     | 3:15 pm |
| <b>Minutes Prepared By:</b> | Katie Card   | <b>Finish Time:</b>    | 4:15 pm |

### Attendance at Meeting (list all team members present or not and guests)

|    | Name               | Position      | Signature |
|----|--------------------|---------------|-----------|
| 1  | Terri Grabowski    | Parent Liason |           |
| 2  | Jennifer Bussey    | Pre-K Teacher |           |
| 3  | Susan Maloney      | Gr. 3 Teacher |           |
| 4  | Sara Fusco         | Gr. K Teacher |           |
| 5  | Katie Card         | Gr. 1 Teacher |           |
| 6  | Michelle Arzano    | Gr. 4 Teacher |           |
| 7  | Eneiola Grazholoni | Parent        |           |
| 8  | Julie Tzemos       | Parent        |           |
| 9  | Donna Cullen       | Principal     |           |
| 10 |                    |               |           |
| 11 |                    |               |           |
| 12 |                    |               |           |
| 13 |                    |               |           |
| 14 |                    |               |           |

### Purpose of Meeting – Instructional Focus:

School Governance Council

### Meeting Notes, Decisions, Issues

- Discussed purpose of SGC, the importance of parent and community members, and possible ideas for future focus
- Discussed adding a community member
- Discussed Bylaws
- Discussed updating School Compact
- Reviewed School compact
  - Discussed adding parent signature to compact
  - Reiterate importance of attendance
  - Updated language of compact
    - “Will use restorative circles within Tora Talk Time”
- Reviewed and Update Norms
  - Respect all members’ opinions
  - Questions may be asked to clarify ideas
  - One person speaks at a time
  - Discussions are focused on school data

# WATERBURY PUBLIC SCHOOLS

## Meeting Agenda

- Discussed council responsibilities and focus on:
  - School achievement data
  - Conducting Interviews
  - School parent involvement policy
  - School Compact
  
- Discussed roles
- S. Maloney nominates K. Card as secretary
  - Council votes: 7 yes; 0 no
- K. Card nominates S. Fusco as Chairperson
  - Council votes: 7 yes; 0 no
- Focus for next meeting
  - Ways of Getting the 7 Habits out to the parents and community
  - Pick data to concentrate on
    - Iready
    - MClass
    - Attendance
    - Smarter Balance
  
- Strategies to improve Attendance discussed
  - Perfect attendance ideas
  - Tora the tiger for best attendance for grades 3-5 & PK – 2
  - Popcorn for class perfect attendance
  - Incentives for attendance during Smarter Balance testing
- Smarter Balance testing windows and “schedules”
- Discussed possible community members
  - Art of Yum, Restaurants, Palace Theater, UConn, Post University, NVCC, Seven Angel’s Theater, etc.
  
- Next meeting March 12, 2019

| Next Steps (Include action items)   |             |          |
|---|-------------|----------|
| Action  | Assigned to | Due Date |
| Discuss strategies to improve attendance                                  |             |          |
| Discuss opportunities to expose the 7 Habits to parents and the community |             |          |
| Discuss Smarter Balance testing window                                    |             |          |
| Community Member update   |             |          |
|   |             |          |

| Next Meeting     |                 |              |      |
|------------------|-----------------|--------------|------|
| <b>Date:</b>     | 3-12-19         | <b>Time:</b> | 3:15 |
| <b>Location:</b> | Conference Room |              |      |
| <b>Agenda:</b>   |                 |              |      |

# **WATERBURY PUBLIC SCHOOLS**

## **Meeting Agenda**

### **Meeting Minutes guidelines:**

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members