**Wards Creek School Advisory Council**

**December 14. 2017**

**Meeting Minutes**

**I. Call to Order**

A meeting of the Wards Creek Elementary School Advisory Council was held in the Wards Creek Elementary Media Center on December 14, 2017. Elizabeth Janssen made a motion to call the meeting to order and Teresa Lloyd seconded the motion. The motion was voted on and carried. Mrs. Farrell called the meeting to order at **6:06**. Dana Smith recorded minutes for this meeting.

**II. Review/Approve November’s Minutes**

The Minutes from last month’s meeting were reviewed. The motion to approve the minutes was moved by Jenna Miller and seconded by Kristin Fanning. The motion was voted on and carried.

**III. Vimeo/Facetime**

There were no members that used Vimeo to join the meeting.

**IV. New Business**

 a. Leaders with Character – There will be three assemblies on December 20th to celebrate the Leaders with Characters from each classroom. All students will attend. Parents of students who will receive an award will/or have received an invitation to attend from their child’s teacher.

 b. Winter Wonderland – On December 19th all children will participate in a STEM or STEAM activity. These activities are organized by grade level. Mrs. Fanning will email teachers asking for pictures to be sent to her.

 c. VOTE: Lissa O’Rourke – Sensory Room - Mrs. Mitidieri explained that Ms. O’Rourke was unable to attend but will present information about the Sensory Room at our next meeting.

 d. Mrs. Mitidieri said she and Mr. Klein would go around to each grade level when students return to school in January to reinforce the Positive Behavior System (PBS). She had discussed with the Student Lighthouse Team about behavior “hotspots” and they brought up that behavior issues were in the café, on the playground, and on the bus. They brainstormed ways on how to focus on the positive behaviors. Students will be able to submit names of other students that they see exhibiting positive behaviors. The names will be read weekly on the morning announcements. Teachers will recognize the students in class as well. There are also discussions about developing a peer remediation team of students (with adult supervision) to address conflict resolutions.

 e. Mrs. Mitidieri would also like to increase parent education and some ideas suggested were to send a 2-minute video about the Habits, perseverance, grit, etc., for parents to watch. More ideas can be discussed at the next meeting.

**V. Old Business**

a. Holiday Luncheon – Mrs. Mitidieri explained the process of planning for the luncheon and that it is planned a year in advance. She spoke with the Food Service Director who helped to make it happen for us without the advance planning. Mrs. Farrell reported that it went well and was well organized. Mrs. Williams said that food was good as did many others. It was brought up that not all the parents knew when their child’s class would have the luncheon. Mrs. Mitidieri explained that everyone who sent an RSVP was sent a group message about the day and time of the luncheons as well as information sent by teachers. Concerns were raised about communication. Mrs. Mitidieri said that some people feel there is not enough information and some feel there is too much. From now on all information concerning families and schoolwide information will be reported in the weekly Torch. The teachers’ weekly emails will concern classroom information.

 Mrs. Diotte wanted to know why her child was only allowed to buy one “extra” (snack) item in the cafeteria. Mrs. Mitidieri said she made the decision to only allow the one extra item to prevent students from having too many unhealthy food as it affects behavior. However, she said that if a parent wants their child to buy more than one item that the parent can contact the cafeteria manager and let her know.

**VI. PTO Agenda as reported by Mrs. Janssen:**

 a. Mother/Son Night feedback – It went well and only positive feedback was received. Nease’s ROTC volunteers were a great help. Papa Murphy’s did an excellent job with the pizza.

 b. Boosterthon kick off assemblies will be at two different times on Monday, January 8th. The Fun Run will be on Thursday, January 18th. Mrs. Mitidieri also discussed that she changed the “why” of PTO to be more family-involvement focused rather than fund-raising focused.

 c. Teacher/Staff appreciation will be tomorrow with the PTO providing hot chocolate and a surprise!

**VI. Curriculum Connections**

 a. Guest Speaker: Deputy Bagby on Social Media – Deputy Bagby had to cancel at the last minute.

**VII. Questions/Concerns:** Mrs. Williams brought up the concern that perhaps the Father/Daughter Dance had outgrown the school and perhaps another we could look into moving it off campus. Several ideas were discussed – Pacetti, Renaissance Hotel, Firehouse, Agriculture Center, and a canopy in the courtyard.

**VIII. Next Meeting**

The next meeting will be on Thursday, January 11, 2018, at 6:00 in the Media Center.

**IX. Adjournment**

 Jenna Miller made a motion to adjourn the meeting and Teresa Lloyed seconded the motion. A vote was taken and passed. The meeting was adjourned a 6:56.

**Attendance:** Attendees are attached on a separate list.