

Dr. George Washington Carver Middle School
School Based Management Meeting
Thursday, January 18, 2007

AGENDA

- Welcome/Overview
- Introductions
- Old Business/New Business
 - School Wide Discipline Report
 - Bell Schedules
 - Professional Development/Common Planning Time
- Questions/Concerns
- Closing
- Agenda Bin:
- Next Meeting Date: **Thursday, February 8, 2007**

MINUTES

Meeting started Thursday, January 18, 2007 at 3:26 PM.

Wesley: Discussed from last meeting...Talked about school-wide discipline policy. Ms. Bounds had her 2nd Discipline Review Committee. Many people who voice their concerns do not take a proactive position. It is difficult.

Bounds: Our charge is to create a school wide discipline policy that can be completed by February 8th. Couple revisions/additions:

- Referral Form – ineffective, carbon copy, needs to be utilized properly, teachers need training (P.D.D.)
- Procedures & Policy – coherent and succinct with the referral form.
- School-Wide Professional Development – Policy and Procedures, Referral Form Training, Office Forms, Detention Forms, etc...)
- We need to seek out more teachers and staff to give input and suggestions. What we would not appreciate is when people say, “We didn’t give our input.” Possible days for professional development day are February 13 or 27. All documents will be completed by February 8th. Possibility of creating a Discipline Folder.

Wesley: Ms. Bounds get together with Mr. Moriuchi to check our calendar/schedule and plan the Professional Development on February 13th with refreshments and something nice.

Wooten: We need to be unified and be on the same page = Rules and consequences.

Bounds: Create banners for strategic site placements.

Ellis: We need to invoke the UTLA 2-Day Suspension and clarification.

Wooten: We need it to be much clearer.

Bounds: We need a suspension form with UTLA document on it so it makes it clear. An alternative to suspension = Saturday detention. During Saturday detention it will focus on test taking skills and cannot be about punishment but academically focused.

Ellis: Kids needs to be sent out with work.

Wesley: We need a meeting prior to February 8th as an SBM to review what has been created by the Discipline Review Committee. Meeting is set for February 8th at 3:15 PM.

Bounds: Input must be included before February 2nd as well as the referral form.

Ellis: All items discussed here today will be reviewed and shared with UTLA Emergency Meeting this coming Monday, January 22nd.

Wesley: Change of Common Planning Time from Thursday to Tuesday. Mr. Moriuchi has sent out a memo clarifying the difference between the two. This will not take immediate move and/or change. We are not looking for a yes/no vote but what is best for our children. Our discussion is based on our children.

Wooten: That should be ours!

Wesley: Bell Schedule needs to be revised due to inconsistencies in the minutes. There one minute loss from Homeroom to compensate for Nutrition to Homeroom passing period is only five minutes as opposed to six minutes. Same mistake made from Lunch to 5th Period.

Wooten: Can we extend Homeroom?

Wesley: We can add that to our next agenda bin...

Ellis: We want to give teachers enough time to vote and give their opinion. But most likely teachers are going to vote for the CPT and PDD Schedule change.

Wesley: New items to bring up are repairs. Mention to that staff that there are procedures in place for trouble calls. There is a form in the main office that is submitted to Mr. Briceno and he examines the problem. Based on his assessment, he can call the District if he cannot correct the problem.

Ellis: What happens when many forms have been submitted? Can teachers call the District?

Bounds: Teachers cannot be calling the District. They need to follow procedures and/or protocols set in place. Mr. Naulls would be in charge of the Plant Department.

Ellis: Get parental involved. Have parents call the District for repairs. Other concerns to be addressed are security/hall monitors.

Wesley: During the UTLA meeting, ask teachers to volunteer to assist us = we have limited resources and exhausted our funds. All are welcomed to assist us on a voluntary basis.

Ellis: Some schools have given more pay to cafeteria workers.

Wooten: Discipline policy might reduce problems in our school and supervision.

Wesley: Parents volunteers help with supervision.

Ellis: Graffiti and Sanitation to be binned for next meeting.

Wesley: Reviews Agenda bin for next meeting...

Aguilar: Motions to close the meeting.