

**Stratford Road Elementary School Site-Based  
Minutes of October 31, 2018**

**Attendance:** Andrew Paskal, Michele LaLima, Debbie Laykind, Sara Bodeker, Brian Horath, Alison Clark, Lisa Razon, Marisa Pammer, Melody Sherman, Donna Candia

**The meeting was called to order at 8:25am.**

**Introductions and Committee Policies and Procedures:**

- All members of the committee introduced themselves and their roles within the school community.
- A copy of the Site Based Plan was distributed to all members.
- It was explained that minutes from all buildings will be shared with all committee members via email and be available in a binder in the main office. Minutes are also posted on each respective school's homepage.
- It was explained that decisions at Site Based are made via consensus. Once a decision is made all members are expected to speak with one voice to support this mutually agreed upon decision.
- The topics that are eligible for discussion at Site Based were shared and discussed. They are: Student Behavior, Home/School Communication, Physical Plant, Safety Issues, and Diversity, Tolerance, and Self-Esteem. It was discussed that Tolerance is an outdated term which has been replaced by Acceptance. Dr. Clark will bring up at the District-Wide Committee the discussion of changing Tolerance to Acceptance.

**Building Updates:**

- Auditorium renovation was mostly completed prior to the opening of school. Work recently completed on installing new curtains. Stage lighting is being worked on now. Stage flooring is upcoming. Air Conditioning is tentatively scheduled for spring 2020.
- A question was raised that now that our auditorium has been renovated will other schools be using it. Dr. Clark responded that while renovations occur in other district auditoriums our school's auditorium may be used. There also has been some talk, nothing definite, of using it for other elementary graduations or musical performances.
- The elevator work continues. We are nearing completion as we await the installation of a dashboard. The previous elevator was original to the school's opening and no longer able to be repaired.
- The Air Conditioning in the Computer Lab has been replaced.
- Bids have gone out for our window replacement project.

- The door at the former K-CTR remains broken with staff unable to use their badges to enter. Staff are then required to walk around the entire building for entrance. There is not enough parking for staff to all park in the front. It was also brought up that some Annex staff are not parking along the fence. Dr. Clark has reported the broken door issue, but does not have a timeline for repair. It has also been shared at SRC.
- No additional updates or timeline for completion of outstanding bond items.

### **Security Updates:**

- There have been numerous presentations at Board of Education meetings regarding security plans. All are available on the district website.
- Additional Wi-Fi capacity being installed in the building to support security as well as technology items.
- The PTA has begun online sign-ups for volunteers to comply with the prior notification policy before visitors arrive at school. The link will be shared with classroom teachers too.
- We continue with our emergency drills- learning from each drill.
- There is no timeline for the installation of the swipe doors for the classrooms.

### **Community Service:**

- We will again be hosting our popular Birthday Wishes event. The event collects items for birthday parties for children in homeless shelters. It's an example of a true collaboration between parents, students, and staff. We will be discussing ways to change this event up as we have been doing it for a number of years.

**The meeting was adjourned at 9:05 am. A date for our next meeting has not yet been determined.**

**Respectfully submitted- Andrew Paskal**