

## **Stratford Road Elementary School**

**Site Based- October 24, 2016**

### **Attendance:**

Andrew Paskal  
Debbie Laykind  
Michele LaLima  
Priscilla Seidenberg  
Julie Shishko  
Lisa Razon  
Donna Candia  
Alison Clark  
Brian Horath  
Briana Sublihivi

**The meeting was called to order at 8:20am**

### **Explanation of Site Based and Topics to be Discussed**

1. All members were introduced.
2. It was explained that decisions at Site Based are reached by consensus. If ever we were unable to reach a consensus, we have available to us district resources to help facilitate a consensus decision.
3. Alison Clark explained that each building has a Site-Based Team and there is District team that meets twice yearly (December and May). Alison and Julie Shishko (PTA Co-President) are both members of the District team.
4. We reviewed the Site Based Document listing topics that can be discussed. Topics include: Student Behavior (not individual), Home/School Connection, Physical Plant, Safety Issue, and Diversity, Tolerance, Self Esteem.
5. Each year we are required to have a Parent-School Compact. It was signed last year for 2016-2017.
6. Minutes from each Site Based Meeting are submitted to Central Office and shared district-wide.

### **Summer 2016 Capital (Bond) and General (non-bond) Project Updates:**

1. New gym floor was installed.
2. Many classrooms moved (both within Stratford Road and district-wide).
3. Abatements of asbestos was completed.
4. Security doors have been added at top of steps (former k-ctr, current grade k-1 hallway) and by former k-ctr office. We now have hallway aides at both locations. District construction will have to be done prior to offices moving into this wing. No timeline or specific offices have been announced.

### **Upcoming Projects:**

1. New (inside) doors for a certain percentage of classrooms.
2. Door hardware (locks) replaced for all inside doors.
3. Auditorium renovation (plans have been submitted to Albany)
4. Upstairs bathroom (no timeline, yet). Would need to be done over a summer.
5. Windows- We are a historical site and as such additional steps need to be taken. Alison expects this project may begin summer 2017.
6. Gym air conditioning- will be completed. Potentially over this summer.
7. New locker installation in k/1 wing. This is not a bond item, but rather a building level budget item. If possible will be done this school year. If not, hopefully over the summer.

### **General Announcements:**

1. Elementary extra help began.
2. We are going to be implementing an electronic registration system. Our goal is to have it operable by November 2<sup>nd</sup> for the November 9<sup>th</sup> session. Parents will be kept informed.
3. Superintendent's Conference Day (Nov 8<sup>th</sup>) will be an "Unconference or EduCamp" with staff members grouped according to topics for interest.

### **Topics for Future Discussion:**

The following topics were shared by members as topics to address during this school year:

1. District website- how to make it more useful and updated.
2. Parent Handbook- continue review and revisions.

### **The next meeting(s) will be held:**

December 5<sup>th</sup>, January 18<sup>th</sup>, March 20<sup>th</sup>, May 1<sup>st</sup>.

**The meeting was adjourned at 8:45 am**

**Respectfully submitted,  
Andrew Paskal**