

SMT Meeting 2.28.17 Minutes

Attendance:

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|----------------|-------------|------------|--------------|---------------|-----------|
| Mr. Behzadpour | Ms. DePalma | Mr. Alfano | Mr. Belton | Mr. Dietrick | Ms. Budhu |
| Mr. Wallace | Ms. Nair | Mr. Holmes | Mr. Cosmillo | Mrs. Alvarado | |

I. Reports from Committee Chairs

- Reports have been emailed to Ms. Budhu via the SMT email group. Reports received are as follows:
 - C& I (2/13/17)
 - Public Relations Committee (2/13/17)
 - OHS Beautification Committee (1/26/17)
 - Climate & Culture (1/26/16, 2/13/17)

II. 2017-2018 Budget Concerns

- Mr. Belton reports that the OHS budget has been flat-lined. OHS staff and students will have to find new creative ways to raise funds, no dress down days. He suggested calls to businesses and companies.
- Mr. Wallace suggested a Grant Writing Committee

III. Gradebooks

- Mr. Belton expressed his concern with the consistency of grades in Gradebook, how often it is updated by teachers, and holding all parties responsible for grading-administrators and teachers. Ms. Matthews will be presenting a spreadsheet with data for Mr. Belton to present to staff regarding grades and the use of gradebook.
- In addition, he reported the disparity amongst the quality of tests amongst same content teachers. He has reported that he has involved the supervisors in getting some consistency in this area.

IV. Staff P.D.

- Based on some of the issues and concerns discussed, the following PD's are needed in the building:
 - Gradebook Review/New Training
 - Lesson Planner
 - how to write learning goals
 - how to write SMART goals
 - My Learning Plan

V. Clubs

- Mr. Belton, reported that in visiting the afterschool clubs, he and Mr. J. Martin, noticed that several clubs/tutoring programs had small numbers of students in attendance. Therefore next year, the number of clubs will be limited.
- If a staff members wants to run a Club, fundraising for that particular club will need to be conducted.
- Mr. Cosmillo, suggested that students pay a one time fee for the ability to participate in (x) amount of clubs/sports for a particular season.

VI. Staff Meeting Calendar

- In order to provide staff with advance notice of meetings, the SMT has decided to create a calendar of dates for staff meetings and sub-committee meeting for the rest of the school year.
 - 3/6- Staff Meeting
 - 3/13- SMT sub-committee meeting
 - 4/3- Staff Meeting
 - 4/10- SMT sub-committee meeting
 - 5/1- Staff Meeting
 - 5/8- SMT sub-committee meeting
 - 6/5- Staff Meeting
 - 6/12- SMT sub-committee meeting
- In addition, members reported that advance notice for student meetings will be helpful to the planning of instruction, therefore Mr. Belton will provide a 2-3 day notice to staff.
- Agendas will be provided in different languages and translators will be available so that communication will be consistent and understood across all populations of students.

VII. Grade Level Entrances-

- Ms. Budhu, suggested that OHS have grade level entrances to provide a more adequate search procedure. As the current procedure all students are entering in the back door, and may not all be search properly due to time constraints.
- Mr. Belton, took note to ensure that we have the number of guards per-entrance to ensure that students are being searched properly.