



**Orange Township Public Schools**  
Park Avenue School  
**Dr. Myron Hackett, Principal**



Gerald Fitzhugh, II, Ed.D.  
Superintendent of Schools

Ms. April Stokes, Assistant Principal

**School Leadership Team  
Meeting Agenda  
September 28, 2020**

**Members Present:**

Myron Hackett, Principal  
April Stokes, Vice Principal  
Hailey Arbus, Guidance  
Tiffany Jervis, School Secretary  
Roshawna Minault, Chair  
Sandra Layton, Secretary  
Denise Harlem, Technology  
Maria Beaghen, Teacher  
Meredith Werbler, Teacher  
Keisha Ashe, Teacher  
Jessica Curran, Teacher

**Virtual Meeting Norms Review:**

- a) Assume good intentions'
  - b) Monitor your airtime! Be succinct, concrete, and explicit when speaking.
  - c) Refrain from using cell phones or computers for checking email or sending text messages except during breaks
  - d) If there is an emergency, please mute and close your video. e) Video must be on at all times
  - f) Listen to understand; and ask if you do not understand
1. Student participation
    - Goal is to be 90% or above

- Several students have never shown up. When will they get taken off the list? Lisa from the board said that once the students are officially removed from our attendance will be retroactive.
  - If the children are attending the Google Meet, but not completing assignments, what do we do? Dr. Hackett and Ms. Arbus will look into finding out what is preventing the work from getting done.
  - We will send out an email reminding the staff of the protocols regarding incomplete assignments and attendance issues.
  - Parent Meeting is scheduled for 10/8.
2. District testing (SMART GOAL 1 & 2)
    - Many teachers find that students and parents are struggling to complete assessments despite online tutorials. Maybe we can invite the parents to the building for some one-to-one help?
  3. Spirit Fridays
    - We are going to post a schedule of Spirit Fridays.
  4. Phase 2 and teacher support.
    - How are inclusion teachers going to support the classroom teachers during instruction?
    - In class support teachers will be working from another room, but they can still monitor the chats.
    - Paras should be using their device to sign into the Google Meet and provide support that way.
    - When the students come back into the building in phases 3 & 4 will the push-in be in person? Phase 3 and 4 are in progress.
  5. Saturday School
    - Begins in October
  6. Incentives:
    - We have 75 \$20 gift cards to Barnes and Nobles.
    - We have money in the school budget to purchase educational incentives.