

**Center Street School Site Council**  
**General Meeting**  
 January 22, 2015

*Center Street Conference Room*

*Meeting called by Tracey Miller-Zarneke*

**I) Call to Order (Tracey)**

- Meeting was called to order by Tracey Miller-Zarneke, Site Council Chairperson, at 3:04pm.
- In attendance

Member:	Attendance:
Martha Monahan, Principal	Present
Tina Vergara, Staff (2016)	Present
Ines Bourdette, Parent/ELAC (2015)	Present
David Piller, Parent (2015)	Present
Bethany Gianusso, Parent (2015)	Present
Gwen Lipsey Parent (2016)	Present
Tracey Miller-Zarneke, Parent (2015)	Present
Nina Lee-Sowder, Parent Alternate (2016)	Present
Mychala Barnes, Instructor (2016)	Present
Poonam Leonard, Instructor Alternate (2016)	Present
Kelly Nicol, Instructor (2015)	Present
Rachel Santora, Instructor (2016)	Present
Brooke Tice, Instructor (2015)	Absent

**II) Approval of Previous Minutes – Approved**

- Amending minutes- we fund the reading aide, not the reading specialist
- Approved upon amendment- motioned by Martha and seconded by Tracey

**III) By-Law Review**

- Article 3, Section 1
  - By-Laws state that there will be 3 classroom teacher representatives but we currently have 4 plus an alternate, we will not amend the by-laws to represent that but will ensure the count matches the by-laws next year
  - Instead of PTA for advisory, non-voting members it will say ELAC
- Article 3, Section 3
  - SSC nominations forms are not given to parents via a back-to-school packet but via email
  - Nomination forms will be submitted online or in the office not to the classroom teachers
  - Committee will be comprised of president and two other members, ideally one of them being the principal, not two parent/community SSC members
- Article 3, Section 5

- Membership shall automatically terminate for any member who is absent for three meetings in one academic year.
- Article 3, Section 8
  - If a vacancy occurs and the alternate steps up, then the council will pull the nominee with the next most votes, if there is no one then the council will appoint someone.
- Article 4, Section
  - Adding that the vice president will also serve as the parliamentarian
- Article 5, Section 1
  - We will remove “At the October meeting, the SSC will establish an Environmental Oversight Committee responsible for developing the annual site survey and for overseeing issues concerning school culture, attendance, and student incentive programs.”
- Article 6
  - We will add a new section stating that the council will establish a timeline
- Article 6, Section 1
  - Not specific days but instead state that “The SSC shall meet regularly at least seven times per year, September, October, November/December, January, February, March, April, and May. The meeting dates will be established for the following academic year in May.”
  - Adding- Notice of special meetings will occur no less than 72 hours before the meeting
- Article 6, Section 4
  - The required notice of SSC members does not need to be delivered 72 hours or more than two weeks prior to the date of such meeting
- Tracey will take the by-laws and make the agreed upon changes

#### **IV) Campus Safety**

- Gates have been installed and being locked daily during school hours. Most feedback has been positive.
- A gate will most likely go up blocking the 5<sup>th</sup> grade wing and it will occur over summer
- We may need to add an additional sign stating the hours when you cannot turn left out of the horseshoe
- Concern that students are running too close to the curb at the crosswalk in front of the school, we would like a painted line added a few feet behind saying “stop here”
- Handball walls on the k/1 playground on splintering and need to be fixed
- We have not moved forward on rounding up students and bringing them to the quad when they arrive at school to early
- Can we add a type of step stool for the recycle bins to help smaller kids empty the recycle bins into the larger recycle dumpster?
- We would like to find a faculty member to run and organize the “Green Team” to help pick up trash and help younger students take out their recycling. For this year we will have older reading buddy classrooms take out the recycling for their younger reading buddies

#### **V) Survey Preparation**

- Copies of the survey were handed out to the council to review for the next meeting.
- Martha noted that there are a lot of questions asking about the after school enrichment programs and she is not sure if that belongs on this survey.

- Martha also noted questions about parent information/education nights, what are things that they parents want to learn more about
- We want more responses from classified employees
- We would also like an incentive for parents completing their survey
- We are open for notes on the survey or even new questions to be added

**VI) New Business**

- none

**VII) Public Comments**

- none

**VIII) Adjourn**

- Meeting was adjourned at 4:04pm

*Minutes submitted by Mychala Barnes*