



Park Lane School Community Council Meeting Agenda

September 13, 2018

Park Lane Conference Room @ 7 p.m.

Attendees: Nate Adams, Shannon Melchior, Jacob Prestwich, Shelby Rodgers, Jessica Smith, Jen Coccimiglio, Elizabeth Seeley, Milena Zarubica, Gary Merrill, Chris Sharp, Angela Haycock, Elcena Saline, Justin Jeffery, Vanessa, Xiomara Ruiz

Agenda Items:

A. Park Lane SCC Organization

- a. Welcome & Introductions
- b. Create/Approve Public Roster
- c. Elections of chair, vice chair, and note taker
 - i. Jake Prestwich for chair. Motion to approve: Jessica Smith Second: Shelby Rodgers, unanimous in the affirmative
 - ii. Gary Merrill for vice chair. Motion to approve: Jake Prestwich Second: Shannon Melchior, unanimous in the affirmative
 - iii. Jessica Smith as note taker
- d. Review By-laws / formal organization
 - i. The by-laws can be found on Park Lane's website under the community tab. Click on SCC. All of our agendas and minutes can be seen here as well.

B. State & District Information

- a. Internet safety plan (guests)
 - i. Vanessa explained our Internet safety plan. Park Lane uses a two filter system for internet. Students do not have access to Facebook, Youtube, Tumbler, or Instagram while using our internet. Motion to approve plan: Jen Coccimiglio, Second: Gary Merrill, unanimous in the affirmative
 - ii. Ms. Ruiz explained our Digital Citizenship Education Plan for this school year. Council discussed putting more critical information on how to teach and safeguard students into the hands of the parents.
 - iii. Park Lane's new Technology brain booster curriculum was discussed. Students will work through units throughout the year of Near Pod, Research and Discovery, Global Connection, and Hour of Code
- b. State SCC Presentation (<https://www.youtube.com/watch?v=mfmpLcligsA&t>)

C. Park Lane Data & Information

- a. Council reviewed current school CSIP & Land Trust plan
 - i. 2017-18 Land Trust final report

- b. SAGE data and PACE report were reviewed by the council

D. Budgets Review & Proposal

- a. Review of current Land Trust budget
- b. Proposed cell tower budget
 - i. Motion to approve \$3500 for Annual Teacher Incentives/Food: Jake Prestwich, Second: Jessica Smith, unanimous in the affirmative
 - ii. Motion to approve \$500 for annual campus beautification: Elizabeth Seeley, Second: Jake Prestwich
 - 1. Shelby volunteered to look into possibility of a local business sponsoring our school, donating plants etc. and then use it as a tax write off.
 - iii. Motion to approve \$1200 for 4 additional benches to allow a place for our Accommodated Core Students to meet as the buses are arriving and unloading: Chris Sharp, Second: Jen Coccimiglio, unanimous in the affirmative
 - iv. Motion to approve \$2940 for an additional 10 ipads to finish off the first grade cart by Angela Haycock, second: Gary Merrill, unanimous in the affirmative
 - v. Motion to approve \$1000 for Professional Development by Gary Merrill, Second: Jake Prestwich, unanimous in the affirmative
 - 1. This money will be held in reserve for teachers that would like to go to a PD but can't wait for the time needed for the council to meet and approve. Teachers will be able to spend up to \$250 on the dues of a professional development from this budget without the council's approval beforehand.
 - 2. Council discussed revamping the application process to seem less intimidating for teachers.

E. Business

- a. Digital Citizenship Week Plan (October 8th-12th)
 - i. Jessica Smith and Bekah Gardner will be co-chairs for Digital Citizenship Week. Assignments will be emailed to members of the council since there will not be another meeting before this event takes place.

F. Celebrations, and Concerns

- a. School celebrations: During SBI time Park Lane will have an extentionist, interventionist, and the classroom teacher working together to ensure individualized instruction for all students.
- b. Committee member concerns
 - i. Committee discussed what plans are in place for emergencies and evacuations. In the event of a lock down, there is no way to contact the school. Parents will be contacted if there is a need for an evacuation. In the case of an earthquake, fire, or other emergency Park Lane will follow their safety protocols and then students will be released only to a parent or guardian.

G. SCC Business

- a. Establish future meetings: 1st Thursday of each month at 7:00 except where noted:
November 1st, December 1st, January 3rd, March 21st, May 2nd
 - i. Motion to approve: Jake Prestwich, Second: Shelby Rodgers, unanimous in the affirmative
- b. Council discussed that a bulletin board will be placed up in the main entrance/hallway to inform parents without internet access of agenda items.

Motion to dismiss: Jake Prestwich, Second Elcena Saline, Unanimous in the affirmative (8:45)