Columbus Elementary School
School Council Meeting
Minutes
October 15, 2013

Present: Matt Barlow, Courtney Cutrone, Marie Carmelle Dupervil, Kathleen Kay, Jeff Keats, Kristin Ross, Noelle Silsbee

Absent: Chris Carbone, Louise Merrigan

7:05pm meeting was called to order.

I. Welcome and Sign In
   • New members introduce selves. Email addresses were collected. See bottom for the list.
   • Purpose of the School Council was reviewed and working positions voted on.
   • Co-Chair – Courtney Cutrone volunteered for this role
   • Recorder – Noelle Silsbee volunteered for this role
   • Teachers must be sure to speak with colleagues about meeting events and get input on the items discussed. Parents speak with other parents.
   • Community Member still needed. Must live in Medford and NOT have a child enrolled in the Columbus.

II. Meeting Dates were established:
   • Tuesday, November 19th
   • Tuesday, January 21st
   • Tuesday, February 25th
   • Tuesday, March 18th

Spirit Days were scheduled. Students are asked to bring canned goods for the local food pantry:
   • Teacher Spirit Friday – Every Friday Teachers can wear jeans to school, for the cost of $1.00. Funds collected will be used to help a Columbus Family in need.
   • Crazy Hat Day - October 31st
   • Cancer Awareness Day – November 20th (Wear PINK to show your awareness)
   • Top Hat and Tiara Day – December 20th (Wear your fancy clothes to school)
   • Sports Day – January 30th (Wear sports gear of your favorite team or sport to school)
   • Random Acts of Kindness Day - February 14th (Decide at least ONE act of kindness to perform TODAY)
   • Pajama Day – March 4th (Wear your PJs to school)
   • Autism Awareness Day – April 17th (Wear BLUE to show your awareness)
   • Sun Day/Fun Day – May 21st (Summer is almost here. Wear summer/luau attire to school)
• Fun Day – June 12th (Events planned by the PTO and Physical Education Team)
• Sports Days may be called during any given week, and at the last minute, if one of Boston’s teams needs our support.

III. Bullying
• “Bullying” is defined as the repeated use by one or more students or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a victim that: (i) causes physical or emotional harm to the victim or damage to the victim’s property; (ii) places the victim in reasonable fear of harm to himself or of damage to his property; (iii) creates a hostile environment at school for the victim; (iv) infringes on the rights of the victim at school; or (v) materially and substantially disrupts the education process or the orderly operation of a school.
• This definition has been added to the Family Handbook, which has been revised for the website and sent to Allison Goldsberry for uploading.
• Ms. Kay will also add it to the November Newsletter.

IV. Family Handbook
• Name has been changed to Family Handbook. Previously called Student Handbook.
• Suggestion was made to create a “cheat sheet” where the highlights are given in plainer English. Perhaps the PTO could hold a Family Handbook Q & A session regarding the handbook. Comment was made that if parents are not reading the Handbook as is, they won’t read the “cheat sheet.”
• Also there are policies and protocols that need to be written as the State or School Committee require.
• All staff must be familiar with the contents of this document. We are looking for any review and updates.
• Homework – Read the first 6 pages and bring edits to the 11/19 meeting.

V. School Improvement Plan
• Also there are policies and protocols that need to be written as the State or School Committee require.
• All staff must be familiar with the contents of this document. We are looking for any review and updates.
• Homework – Read the first 10 pages and bring edits to the 11/19 meeting.

VI. New Business
A. Increase Family Attendance
• Discussion included the need to increase family attendance at functions.
• Child Care could be an option. Discussion included the fact that Child Care needs to be well established with set guidelines for who will provide care and who will receive it. The safety and wellness of all must be given careful consideration when/if planning.
• Ideas are needed for ways to incentivize students to encourage parents to attend functions and meetings.

B. New Standards Based Report Cards
November 12th there will be a meeting for parents and teachers to explain the new Standards Based Report Cards. Location – MHS, Time – TBD
Teachers will have a meeting prior.

VII. Upcoming Meetings Agenda
Tuesday November 19th
Family Handbook – Review/Revise Pages 1-6
School Improvement – Review/Revise Pages 1-10

Tuesday January 21st
Family Handbook – Review/Revise Pages 7-12
School Improvement – Review/Revise Pages 11-20

Tuesday February 25th
Family Handbook – Review/Revise Pages 13-18
School Improvement — Review/Revise Pages 21-30

Next meeting will be November 19, 2013.
Minutes respectfully submitted by Noelle Silsbee

Email Addresses:

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