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| **SDMC Agenda** |
| **Valley West Elementary** |
| **Logistics:**Date: 4/30/2018Time: 3:30-4:30Location: Valley WestFacilitator: Brian VannestNote taker: Brian Vannest**Materials:**Items to Prepare Before Meeting: None | **Professional Expectations: (binary “musts”)*** **Meeting starts and ends on time.**
* **Tame the technology.**

**Team Norms: (attitudes/mindsets/processes)*** **Be present.**
* **Be purposeful.**
* **Be yourself.**
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| **Present Members** |
| Brian Vannest |
| Sally Bercu |
| Janet Garcia |
| Jeanette Brown |
| Sherice Mayberry |
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| **Absent Members** |
| Deborah Wright |
| Irene Cooper |
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| **Time** | **Agenda Item** | **Team Notes** | **Action Items** |
| **10 minutes** | Introductions | Each member shared a little about them and how they became involved with the school. |  |
| **15 minutes** | Safety Committee -Fire drills-Active Shooter -Other safety concerns? | SDMC reviewed the procedures for an active shooter drill. | Send additional information to staff about active shooter drillsDiscuss the drills at next staff meeting |
| **15 minutes** | Budget and Staff UpdatesLibrary UpdatesFront Office Updates | Purchase of library books is now completeFront office will get a new reception desk, new carpet, and new guest seating | Purchase privacy screens for front office computers |
| **10 Minutes** | PTO Updates | PTO had a successful “Donuts with Dads” and will host “Muffins with Moms” on 5/10. |  |
| **10 minutes** | Faculty Advisory Committee-Faculty questions/concerns |  |  |
|  | Adjourn |  |  |