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| **SDMC Agenda** | | | |
| **Valley West Elementary** | | | |
| **Logistics:**  Date: 4/30/2018  Time: 3:30-4:30  Location: Valley West  Facilitator: Brian Vannest  Note 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.** | |
| |  | | --- | | **Present Members** | | Brian Vannest | | Sally Bercu | | Janet Garcia | | Jeanette Brown | | Sherice Mayberry | |  | |  | | | |  | | --- | | **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 drills  Discuss the drills at next staff meeting |
| **15 minutes** | Budget and Staff Updates  Library Updates  Front Office Updates | Purchase of library books is now complete  Front 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 |  |  |