# Cullen Middle School
## Site Based Decision Making Committee
### Agenda

**Date:** October 20, 2021  
**Time:** 4:00-4:45 p.m.  
**Location:** Conference Room  
**Materials:** Agenda

<table>
<thead>
<tr>
<th>Principal:</th>
<th>Community Members:</th>
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<tbody>
<tr>
<td>Jacqueline Thompson</td>
<td>Latoya Wolfe</td>
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<tr>
<th>Dean of Students:</th>
<th>Parent Representative:</th>
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<tr>
<td>Donica Arnold- Brown</td>
<td>TBD</td>
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<tr>
<th>Instructional Coordinator:</th>
<th>Business Member:</th>
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<tr>
<td>Nora Lemon</td>
<td>Jonathan Ramsey</td>
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<tr>
<th>Instructional Staff:</th>
<th>Other Member(s):</th>
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<tbody>
<tr>
<td>Jade Trader</td>
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<tr>
<td>Auronda Catchings</td>
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<tr>
<td>LaNessa Witherspoon</td>
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<td>Margaret Williams</td>
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<thead>
<tr>
<th><strong>Agenda Item</strong></th>
<th><strong>Minutes</strong></th>
<th><strong>Facilitator</strong></th>
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<tbody>
<tr>
<td><strong>Welcome</strong></td>
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<td>1. Lemon</td>
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<tr>
<td>1. Discuss IB status/updates (Lemon)</td>
<td>1. <strong>IB Update</strong>- Dillard and Lemon-Deleon visited Ortiz on Monday, 10/18. SOI’s, related concepts, and objects need to be on the teacher’s boards effective November 1st. More details will be provided during PLC. <strong>Projected IB Authorization Date</strong>: Between March -April 2022</td>
<td>2. Trader/Catchings</td>
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<td>2. Campus Systems: -Hallway Monitoring (Trader) -Lunch (Dismissal and Pickup) Trader -After School Dismissal (Catchings)</td>
<td>2. <strong>Hallway monitoring</strong> (possible problems/solutions) -Teacher and admin consistency in regard to transitions and communicating expectations (walking to right, ear buds, cell phones, etc..) If the clerk is not on the floor, we will try to place an available substitute around the building, where needed. 8th Grade Team Student Expectations-wearing masks, being observant, better communication, (teacher sitting in hallways on Mon, Tues, Wed, Thurs, Fri is working well) 8th grade-4th period after lunch hallway monitoring needs more support; 6th-grade main hallway needs support (during transitions); 7th grade-teachers may be using it as an excuse for students to sit in the hallway with monitor; 8th grade stairwell towards the gym needs more monitoring support</td>
<td>3. Catchings</td>
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<td>3. Teacher/Student Recognition Program (Catchings)</td>
<td><strong>Substitutes:</strong></td>
<td>4. Wolfe</td>
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<td>4. CMS Partnerships (Wolfe)</td>
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<td>Campus Updates: Principal Thompson</td>
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<tr>
<td><strong>Campus Update</strong></td>
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<td>- Questions/Concerns/Answers</td>
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<td>- Adjourn</td>
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Cullen Restorative Center-B. Randle (if no students assigned to CRC, he can be used for other needed coverage)
K. Wilson (if coverage is not needed, she can be used to monitor other areas)
D. Johnson (will stay with 6th grade math because she does pull-outs; only used for desperate needs)
-Lunch-concern: 8th graders are in the hallway during lunch. Monitors are needed on the main hallway (Ms. Baker will be placed on duty; Ms. Sanchez is a possible monitor) Students are not allowed to see Ms. Olison without a pass
-Dismissal
Pick-up-(smooth transition)
After-school dismissal: When bell rings for silent dismissal, all the students leave out (8th grade) (teachers have spoken with Ferguson and so there is more structure and is progressing)
No set times are given during silent lunch as a precaution in case there are issues for that day.

3. Teacher-Student Recognition-Catchings/Witherspoon
Punch card- (10 punches) recognition for students and teachers (Witherspoon already has this implemented with her students-Incentives used: Grab bag, Too noisy APP, cell phone for following the 3 R’s and independent reading)
Teacher Incentives: Teacher would like to have Lanyards to place the punch cards with the lanyard.
Names in Bucket Raffle- the more times the student behaves, the more chances they have to write their name and place them in the bucket-each class has their own bucket. Names can also be pulled at every grade level meeting for a prize.
-Incentive: Teacher-Teacher Recognition Raffle (Basket)-Basket will be located in front next to teacher sign in sheet. Structure: One day out the week each teacher will place another teacher’s name in the basket of whom they observed doing something worth being recognized. There can be multiple entries and a winner will be randomly picked.

Admin-teacher Recognition raffle (basket)-Basket will be located in front next to teacher sign in sheet. Structure: One day out the week each Admin will place the
teacher's name in the basket of whom they observed doing something worth being recognized. There can be multiple entries and a winner will be randomly picked.

- **Grade level meeting**- will meet to discuss which incentive they would like to use.
Since the meeting is no longer on the master schedule, select a day out of the month once a month to meet. Possible day: faculty meeting day. If not on faculty meeting day, extra duty pay will be received for the extra hour. The grade level admin will poll. Principal will meet with grade level admin (Tuesdays) and will decide on what day they will have grade level meetings and the incentives portion will be placed on the agenda.

4. **CMS Partnerships**- Wolfe emailed SDMC committee current school partnerships

<table>
<thead>
<tr>
<th>Professional Expectations/Norms (Vote)</th>
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<tr>
<td>Start/End on Time/No Tech/Respect</td>
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