

People Present: Mr. Chris Kolasinski, Mrs. Pam Hoffman, Mrs. Heather Beard, Mrs. Sarah Broome, Mr. Lee Shuford, Mrs. Jennifer Burgin, Mrs. Erica Beall, Ms. McKenzie Willis, Mrs. Amy Savage, Ms. Sarah Sandoval, and Mrs. Hannah Richardson.

1. Field Day - Mr. Shuford would like to propose some changes to field day this year. Field day will have 10-12 stations that will require supervision. Mr. Kolasinski is going to reach out to WLHS to see about getting some student volunteers to help run the stations. In the morning, stations will be held indoor/outdoor. In the afternoon, the competitive games will take place outdoors like tug of war and water relays. The students will enjoy seeing the different classes compete against one another. The purpose of stations this year is to prevent a lot of wait time for students/staff. The students will continue to get frequent breaks and lunch on field day. Mr. Shuford is going to be working on the schedule this week and once it's finalized Mr. Kolasinski will send it out to staff. Mr. Kolasinski will not be sending home parent volunteer forms for field day as previously done in the past due to it being difficult to monitor everyone. He will make an announcement to families the week of Field Day with specific information letting parents know of the changes this year. Mr. Shuford would like for teachers to think about fun incentives for the class that competes the best. Please let him know if you have any ideas! K-2 Field Day is scheduled for Friday, May 26, 2023 and 3-5 Field Day is scheduled for Thursday, May 25, 2023. For 3-5 grades, students must be present for all EOG's in order to participate in Field Day. Please let Mr. Kolasinski or Mr. Shuford know if you have questions/concerns.

2. Dividing students/classes for next year will remain the same as previously done in the past. Mr. Kolasinski will provide placement cards to teachers and once completed he will separate into classes.

3. Multiple teachers have inquired about using [planbook.com](https://www.planbook.com) to help organize lesson plans/agenda/educational standards, etc. Using [planbook.com](https://www.planbook.com) allows administrators to see exactly what classroom teachers are teaching on a weekly basis. Many teachers are already using this resource within the school and just purchase it themselves. For three years the cost is \$12/year and for one year the cost is \$15/year. Mr. Kolasinski is going to look into possibly purchasing this resource.

4. Please continue to help Mrs. Scottie Matthews with custodial duties while we are down a Head Custodian. Please have trash cans out in the hallway after lunch and put chairs up at the end of the day. Interviews are scheduled starting tomorrow for Head Custodian and it could possibly be two weeks before someone is able to start. Mrs. Matthews has been coming in early in the mornings to get a head start on keeping our school clean. Please thank her when you see her!

5. Concern of not having enough police presence was discussed. Unfortunately, Elementary Schools are not scheduled to have school resource officers on campus. Within the last several weeks, administration has seen officers patrol through the school and we appreciate them taking the time to make sure everything is secure and interact with students/staff.