

**Presidential Meadows Elementary
Campus Advisory Team Meeting Minutes
Tuesday, September 23, 2008**

Call to Order

Approval of Minutes from Previous Meeting

Budget

- *Local
- *ARI/AMI – Accelerated Reading Instruction/Accelerated Math Instruction used for tutoring
- *Activity Fund – fundraisers – extra money for the campus

School Communication/Organization

- *Marquee – updated weekly
- *IRIS – phone system used to notify parents of emergency situations
- *Class Newsletters – should be weekly – 4th grade sends out every 3rd week
- *Eagles’ Echo – staff newsletter
- *Eagles’ Express – PME newsletter sent out every six weeks
- *PTO – all staff encouraged to join
- *Website – will be worked on the week of 9/29
- *Agendas – Student agendas used for grades 3-5
- *Manor Messenger – get articles and information to Mrs. Thomasson the Monday before publication
- *Home Owners Association – Get information to Greenbury for neighborhood newsletter

Curriculum/Instruction (Includes Review of Action Steps)

- *RIGBY – completed
- *Fall Benchmarks – completed; information available in Edusoft
- *SRI – Scholastic Reading Inventory will be done during specials
- *Instructional Coach – Mrs. King
- *Data Charts/Graphs – Mrs. Roach will make posters for each class; also each student needs to have a file folder with graphs inside
- *Intervention Groups – Selected once benchmark scores become available.
- *Before and After School Tutoring – will begin in October. MNTH students will be available to assist
- *CIP Draft – reviewed by CAT committee

Staff Development

- *October 13 – District PD Day – Reading content area focus
- *November 10 – District PD Day – Math content area focus
- *Parent Conference Training – September 25, 30, and Oct. 2
- *TELPAS Training – Oct. 2 & 3; Oct. 7 & 8 – TELPAS Rater

*Team Meeting Training – done on September 11th; new agendas introduced

Other Issues (Includes Announcements)

*Open House – September 23

*Back to School Dance – Friday, September 26th; Mrs. Turner acting administrator

*SRI

*End of 1st Six Weeks – Friday, October 4

Adjournment