

# J. R. Lowell Elementary School Site Council

## Meeting Minutes from 01/27/2009

### Attendance:

[Nicole Brown](#), Teacher  
[Dari Donovan](#), Principal

[Ruth Bender](#), Teacher  
[Jean Qualters](#), Teacher

[Michelle Gaseau](#), Parent  
[David Stokes](#), Parent

### Agenda:

#### I. Welcomes & Introductions:

Visitors this evening (7:00pm): [Elisabeth Strekalovsky](#).

#### II. Housekeeping

- *Minutes from last meeting:* Approved minutes from last meeting unanimously.
- *PTO meeting update:* Updates included the Spirit Day calendar for the remainder of the school year, and the Box Tops 4 Education winter collection contest. The new split afternoon (2:45pm) and evening (7:00pm) PTO meetings (on the same day) have been well attended and received.
- *Lowell Trees update:* Town Councillor Vincent Piccirilli has the tree section that has been saved. Much work still needed to make it available for display.

#### III. "FeedForward"

- *Lunch Issues:*
  - *Report of student denied lunch* – Denial of lunch is **NOT** the school's policy. When a student's account no longer has available funds, verbal and written notices are given to the student about the account standing. Then, and only then, after a week of delinquency on the account, the student is denied purchase of non-essentials (snacks, pizza, cereal, etc.) until the account is settled. Checks made out to **Watertown Food Services** can be dropped off in the box just inside the Main Office. The cafeteria also still accepts cash. Accounting reports for your student(s) are available upon request.
  - *Kindergarten lunchtime in the cafeteria* – Discussion around alternatives included ways to incorporate 5<sup>th</sup> grade volunteers (as a sort of Service Improvement Club or something) into the process. Dari again discussed what factors were included in the scheduling decision and what requirements she is trying to meet for each grade.

#### IV. School Improvement Plan (SIP) Progress Update

SIP for AY2008-09 updates were tabled until February's meeting.

- School Web Site – *Some research into free web sites for PTO/SSC organizations accomplished.*
- Communications Plan – *Getting organized for first meeting*
- Family Survey -- *See Item #5 below*
- Assemblies – *Some discussion about additional assemblies*
- Awards & Recognition – *Some thoughts about a short list of accomplishments to recognize, according to what criteria, and at what interval(s). Additional ideas welcomed.*
- Annual Service Learning Project(s) – *Some basic discussion about brainstorming types of projects, including thoughts about an "International Night" (diversity of cultures, celebrations). Focus on school-wide Service Learning "Project" theme – like the adoption of a shelter or nursing home – that can then be woven into various projects and educational efforts across classes/grades/specials/co-teachers/school year/PTO spirit days*

**V. "Lowell, Did You Know?"**

Dari and David led a discussion about the Family Survey. SSC concluded to proceed with drafting questions around Parental Involvement. Dari and Jean agreed to send around a draft of the survey before the next meeting.

**VI. Other New Business / Next Steps**

- Next Lowell SSC meeting will be Tuesday, 24 February 2009 at 7:00pm in the Lowell School library.