

**Jones Elementary School
Site Governance Team**

| Member Name | Affiliation |
|--------------------|------------------------------|
| Allison Buell | Principal |
| Renee Leckner | Teacher, SDEA representative |
| Michelle Icenhower | Teacher |
| Kim Petersen | Teacher |
| Jen Webb | Teacher |
| vacant | Classified |
| Aimee Leal | Parent |
| Vacant | Parent |
| Vacant | Parent |

MEETING MINUTES

| | |
|--|--------------------|
| Date: 01-21-2020 | Quorum: yes |
| Members Present: Webb, Leckner, Petersen, Buell, Leal | |
| Members Absent: Icenhower | |
| Non-Members Present: None | |

1. Meeting called to order at 2:32 pm by Webb.
2. Minutes were distributed by Webb. There was a motion by Leckner to approve minutes from 12-5-19 and it was seconded by Webb. Minutes approved.
3. Health and wellness –
 - Petersen is looking for a fun run event for students and staff to participate.
 - We received an email from district about mindfulness class but unfortunately it is tomorrow. We would like more advance notice so that we could participate.
 - Mission Trails walk was fun last year. We are looking to schedule another date for this year.
 - VEBA can come to do a class onsite. Petersen will look into scheduling an event for staff, perhaps yoga or meditation.
 - Goldfish and water at awards assembly was well received by students and families as a healthy alternative to cookies and juice.
4. Student Council report – student council members not present for this meeting

5. Safety and security –

- Walkie-talkies have arrived. Jenna is labeling. They will be handed out at a staff meeting where we will have protocols for usage.
- All staff members have keys to their classroom and a gate key. We don't need keys to buildings because we have an outdoor campus.
- Still looking to get a door for gate D.
- Lockdown and fire drill on 1-29-2020
- We want to add formal and informal suspension policies to the staff handbook. We will add an addendum to the staff handbook and distributed to staff members mid-year. It will be included as part of the handbook for next year. Informal suspensions need to be reported on a referral form by end of school day and include whether families have been contacted. A parent teacher conference must be held following the suspension. Students with repeated informal suspensions need to be brought to Student Study Team. Current teacher contract ends June 2020. When a new contract is ratified, we will take another look at suspension policies and see what, if any, changes have to be made.
- Meeting adjourned by Webb at 3:18 pm.