

HARBOR HILL SCHOOL
SHARED DECISION MAKING COMMITTEE
October 14, 2015 Minutes

Members in attendance:

Gina Faust, Principal / SDM and H & S
Mary Wood, Assistant Principal / SDM and H & S
Delfina Hennep, Teacher / SDM and H & S
Kristen Cadmus, Terri Nappi, Teachers / SDM
Randi Meyer / SDM
Holly Stern, Teacher Aide / SDM
Amy Kula, Nurse / H & S
Rita Pavone, Administrative Assistant / H & S

It has been decided to merge the Harbor Hill Shared Decision Making Committee and the Health and Safety Committee, as both committees meet five times per year and cover many of the same topics.

Joint Committee

- The meeting was called to order at 2:35 pm in the library.
- Minutes from the May 13, 2015 meeting were reviewed and approved.
- Walkie Talkies - Mrs. Faust mentioned how well they work and how much they are used.
- Fire drills – we have to have 2 more before December 1st.
- Two lockdown drills were held, one was unannounced.
- We discussed the helpfulness of email to families regarding the lockdown drills.
- Crisis Team meetings were explained.
- New doors have been installed.
- Ms. Kula presents Epi Pen Awareness to HH faculty and staff
- Last year's Kyle Dine allergy presentation was well received and highly recommended to return.
- Cold and flu to be discussed at the next meeting.

Shared Decision Making Committee (in addition to topics above)

- **IPad Carts**
 - The PFA has donated two IPad carts, which hold ten iPads in each cart. These carts are able to be used by all teachers.
 - Interactive white boards are being installed in some classrooms. One is already set up in the library. We discussed the ways in which these interactive boards will support instruction and learning as well as options for indoor recess.
- **Grammar Books**
 - Teachers are using grammar books for grades 3, 4, and 5. It has already been effective in supporting the Teachers College Units of Study and the grade 4 and 5 vocabulary books.
- **Study Skills**
 - As a result of last year's SDM and feedback from parents and staff, 4th and 5th grade teachers have shared specific studying strategies with students and parents. In addition teachers are continuing to teach students various ways to study and help students to realize which studying strategy works best for them.
- **Pond**
 - Thanks to our HH PFA, the pond has been installed and a ribbon cutting ceremony took place in September. Science classes have begun using the pond to understand different plants and wildlife.
- **Construction Update**
 - The SDM team will invite Kevin Carpenter to attend the next meeting to discuss updates regarding current and future renovations and construction.

Our next meeting is scheduled for December 16, 2015 in the library.

Minutes respectfully submitted by Mary Wood.