



G.W. Carver Early Childhood Center

Susan Jones
Principal

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September 21, 2018

To: Whom it May Concern

Re: October 2018 SBDM meeting/CIP review/update meeting minutes

On Thursday, September 20, 2018, Carver ECC Campus Leadership team met in the Family Center at 3:30pm. The meeting was led by Principal, Susan Jones. Mrs. Jones welcomed the team and thanked them for their participation and attendance. She made introductions of team members and reviewed the role each member played on campus. The meeting began with a quick campus update where Mrs. Jones reviewed campus happenings such as Carver Connection meetings scheduled, Scholastic Book Fair, and other Fall events happening within the first and second nine weeks of school. The meeting then moved into a review of the Campus Improvement Plan (CIP) and the planning for the Campus Needs Assessment (CNA). The committee reviewed and updated each campus goal, discussing the progress the campus was making towards meeting the goals for the school year. Members were involved in the decision of how much progress had been made toward each goal and Mrs. Jones updated the goal progress chart accordingly in the October column for progress measure. The committee discussed the progress of goals and noted that some goals, due to the time frame of the school year have not begun progress yet. For example, Kindergarten transition tours is a Spring event, so there has been minimal progress toward that particular goal at this point in the school year, however some events, such as "Clifford Day" or "50's day" already occurred or are in the process of being planned, thus Carver showed to make progress or accomplished that goal. The committee agreed that of the goals that were within the time frame of the entire school year that Carver is making more than adequate progress at achieving the goals. A few of the goals we updated and changed the dates or wording slightly to better fit the needs of the campus.

There was a time for questions and comments at the end of the meeting and campus needs were shared and noted. The next meeting will be held in December of 2018, to continue to monitor progress on the goals, as the year continues to progress. Mrs. Jones thanked everyone for their participation and attendance. The meeting was adjourned at 4:15 pm.

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Members in attendance were:

Susan Jones, Principal
Jensen Lewis, Kinder teacher representative
McKenzie Crowell, Kinder teacher representative
Sarah Riffle, Pre-K teacher representative
Marcey West, Counselor
Melissa Murray, business owner
Kathy Cikanek, community member

Members not present:

AJ Jakibuk, parent representative

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