



## G.W. Carver Early Childhood Center

Susan Jones  
Principal

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December 12, 2019

To: Whom it May Concern

Re: December 2019 SBDM meeting/CIP review/update meeting minutes

On Thursday, December 12, 2019, Carver ECC Campus Leadership team met in the Family Center at 3:30pm. The meeting was led by Principal, Susan Jones. Ms. Jones welcomed the team and thanked them for their participation and attendance. She shared the agenda for the meeting and went over the plan and purpose of the meeting with committee members. The meeting began with a quick campus update where Ms. Jones reviewed campus happenings such as Carver Connection meetings scheduled, current state of Carver PTO, December and January upcoming events, ending the 2nd 9 weeks, etc. 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 Ms. Jones updated the goal progress chart accordingly in the December 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 no progress made toward that particular goal at this point in the school year, however some events, such as "Red Ribbon Week" or "Story Book Character 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, at this time.

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 March of 2020, to continue to monitor progress on the goals, as the year continues to progress. Ms. Jones thanked everyone for their participation and attendance. The meeting was adjourned at 4:15 pm.

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## **G.W. Carver Early Childhood Center**

**Members in attendance were:**

Susan Jones, Principal  
Jensen Lewis, Kinder teacher representative  
Erica Ezell, Kinder teacher representative  
Katie Holiman, Pre-K teacher representative  
Marcey West, Counselor  
Rebecca Pool, Special Populations Teacher Representative  
Jennifer Wartsbaugh, parent representative  
Kathy Cikanek, community member  
Scott Payne, business owner

**Members not present:**

There were no members not present at this meeting.

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