

PBIS COMMITTEE MEETING
HEUVELTON CENTRAL SCHOOL
November 1, 2012

The PBIS Committee meeting was held in the Media Room on Thursday, November 1, 2012.

Members present: Michael Warden, Cindy Belleau, Stephanie Gilbert, Nancy Putman, Suzanne Raffel, Margaret Sweeney, Danielle Moyer

Members absent: Lynette Piercey, Jennifer Gray, Diane Aldous, Steve Adams, Bill Rupp, Lisa Norman, Stacey Basford, Stephanie Lashomb, Jon Sloan

Mr. Warden called the meeting to order at 7:12 am

- Margaret Sweeney motioned to approve the June 7, 2012 minutes, seconded by Nancy Putman. The motion was accepted with all in favor.
- Mike Warden will be the chairperson, Suzanne Raffel will be the facilitator, and Stephanie Gilbert will be the secretary for this committee.
- Mr. Warden will be the time keeper for this meeting.
- Committee membership: Cindy will check with Elementary teachers. Discussed student membership and updated student emails. Mike will contact Joanna Carmany and Sydney Sargent to invite them to be on the committee. Mike will also check with the parent representatives.
- Review of 'Roles/Responsibilities/Procedures for School Committees'. This information will be sent to committee members for review.
- Established ground rules for meetings and procedures for raising new topics. If a member would like to bring up a new topic at the meeting then notify Mike and Suzanne when the meeting minutes are received. Then the new topic will be placed on the next meeting agenda ('other items- if time allows').
- 2nd Step feedback:
 - Elementary teachers like the program, but find it tough to fit into their schedules.
 - Suzanne is helping with second grade lessons and attending 6-8 lessons when possible.
 - 5/6 do the lessons every Friday during Social Studies, 7th period- all 4 classes
 - 7/8- teachers are rotating the lessons between them
 - Letters were sent home to parents, also "Home Link" letters
 - 2nd Step will be discussed at faculty meetings to gain feedback
- Bullying survey was completed in grades 5-12. This was a 10 minute survey on the computer for students. There were concerns regarding the format and language in the survey. There are free bullying surveys online by reputable organizations- Stephanie will check into this and bring the information to a meeting. Mike will bring referral information to the January meeting.
- DASA Update: A procedure has been established but still working on this. Most of the reports so far have been for middle school.

- PBIS Matrix: Locker room and Bathroom
 - Locker room is not on the matrix
 - 5th grade issues- the locker room is new to them and they have never been taught specific locker room behavior. Need to have training and add expectations to the matrix. PE teachers need to be involved in building the matrix. Then the new matrix can be reviewed with students in February. Mike will speak with the 3 PE teachers.

- Goal setting for the year:
 - Code of Conduct- will review in April
 - Bus- need input from Bill Rupp- Cindy will talk with Bill
 - Cafeteria- many issues have been addressed and there are now additional adults to monitor
 - Main focus this year will be locker room and bathroom issues

- Other items:
 - Danielle reports things seem to be quiet, so everything seems good so far this school year
 - Bullying presentation- students appeared to take it seriously and reacted well; however, Seniors felt it was for younger students

- The meeting dates for this year will be as follows:
 - January 17 (3:00-4:00pm)
 - March 7 (3:00-4:00pm)
 - April 25 (3:00-4:00pm)
 - June 6 (7-7:45am)

- Meeting was adjourned at 7:48 am