

## CAT Agenda

Oct 13, 2009 Time - 6:30 PM Seamus' house

**Members:** Patricia Caubo (PreK), Sheila Ivory (KG), Stephanie Zobay (Gr.1) Heidi Rosindell (Gr 2), Helga Meinardus (Gr.3) Rhonda Brown (Gr.4) Zein Khalifa (Gr.5), Jennifer Schedlbauer (Faculty), Barbara Schuster (Faculty), Samia Wadman (PTO), Seamus Marriott, Marci Carrel

Item	Discussion	Action/Response
Social		
Introductions	Welcome Everyone!	It is so nice to get our first meeting and be all together!
	CAT notebooks were passed out and updates on phone numbers and addresses were made.	Any "old" CAT information in the notebooks should be given to the ES office, so that it can be shred.
Review the mission of CAT, Roles and Responsibilities of CAT members	Everyone quickly read over these in their notebooks.	Between now and the next meeting, read carefully though the notebooks. Direct all questions to Seamus. He can address questions by email or at the next CAT meeting.
New School Update John H.	John did not make it.	We will invite John to our next meeting.
Set CAT Calendar	The dates are in the CAT binders.	
Group Check in:	Issues sent ahead of time-see below, for exact wording.	
	Contact Days During School Closure - The concern is counting the closed days as contact days, when not all kids did all of the work and kept up with learning. CAC Response: A whole class will not be "held back" if some students did not do the work. In the Elementary our instruction is always differentiated and individualized. Teachers who have kids that did not do the work, have plans for those individual kids. They may make up the	

<p>work at home, or during "free" time at school.</p> <p>Parent Question: Is there any compensation by the school for the time of closure?</p> <p>CAC Answer: It is a board decision to change the contact days into missed days (days that need made up), or to decide if future days will be counted as contact days or days to be made up.</p>	
<p>Plans for Possible Future School Closure?</p> <p>CAC Answer: We have a number of plans in place and other plans being discussed. The challenge is that we do not know what might lie ahead, in terms of the circumstances of closure. It could be that the next time teachers will not be able to get onto campus. It could be that we can make contact in small groups outside of school. It all depends on the mandates we may be subject to.</p> <p>CAC Answer: We met with the tech people today to talk about having a common set of tech tools (suite of tech tools) that would be used across the school. This would promote consistency and provide for ease of training and use.</p> <p>CAC Question: What about forming study groups around the city so that learning can be supported? How could we do this? What Would It look like?</p> <p>CAC Question: What could learning look like if we organized it off campus? Where are the spaces where small groups of students can meet (temp off-campus classrooms)? The thought is keeping the groups small and close-knit will foster learning far more than bring together the whole of a grade level.</p> <p>CAC Answer: We could begin looking for large spaces that we could use in</p>	<p>If you have any contacts for people or organizations that might be willing to donate space to us in the event of a school closure, then either give that information to Seamus or give the person/organization Seamus' contact information.</p> <p>Be thinking of any ideas to make a possible future closure as best of an experience as possible. Our kids need to keep learning, no matter what challenges come our way.</p>

<p>case of closure. There are a variety of embassies, private businesses, religious meeting houses, private homes.</p>	
<p>Chef for our School Cafeteria? CAC Answer: Our catering contract is up this year. There is still more work to do in the renovation of our cafeteria. This will be done this school year. With our cafeteria completion, next year will be the perfect time to possibly take on a new caterer or make a definite decision to keep our current caterer. We need to begin looking at caterers this school year, so that we are ready to go for next year. Our admin has already met with a number of possible caterers. Parents will be part of the decision on who to have as are caterer. CAC is not in the position of hiring its own chef. We need to stick with an outside caterer. Remember that our hot lunch program is an alternative to a packed lunch, on days when a packed lunch cannot be provided.</p>	
<p>Kid Cleanliness - Are CAC students being educated about hand washing? Are they encouraged to wash their hands often? CAC Answer: The teachers are working diligently to educate children about hand washing and remind them to wash frequently. Additionally, we have bumped up our janitorial cleaning efforts.</p>	<p>The janitorial cleaning guidelines are attached.</p>
<p>School Halloween Party - Will there be enough tickets to ES CAC students? CAC Answer: There are plans for more tickets to be issued, beyond the numbers that have been issued in the</p>	<p>CAC hard holders need to buy their tickets as soon as possible.  Seamus will look into systems such as preordering tickets.</p>

	<p>past.  There is some competition for tickets because all CAC card holders are entitled to tickets. This means that there are children coming who might be the children of alumni, for example. Seamus promises that every current student will have a ticket.  Suggestion: Can tickets be preordered?</p>	
	<p>International Fair - Last year there was an event on the morning of the fair. There are some who stayed on campus from that event and did not pay for the fair.  This needs to be taken note of for this school year.</p>	<p>The calendar will be checked for conflicting activities.</p>
	<p>No hats are available at the school store.</p>	<p>Seamus will check into this.</p>
	<p>Handwriting in Third Grade - The concern is that handwriting might not be taught.  CAC Answer: The D'Nealian handwriting program in Jan.</p>	<p>This is really a mom/teacher issue. The mother needs to be directed to discuss these concerns with the classroom teacher.</p>
	<p>School Store Hours - The hours are in question. The store should be open both before and after school.  The store was open in the evenings during the school closure time.</p>	<p>Seamus will check on school hours.</p>
	<p>Safety Around the Perimeter of the School - What is the security situation? There was a domestic violence incident (not involving the CAC community) outside of the school. It was felt that the guards did not do anything to stop the happenings.  CAC Answer: Our perimeter does not extend beyond our walls. The perimeter is guarded by the national guard, and not CAC employees.  We do have video surveillance around the outside walls, so that we can keep an eye on possible problems involving our CAC population. Unfortunately we</p>	

	do not have control over the wider population outside of our school. The advice, as always in any city, is to keep vigilant	
	<p>Cleaning Washrooms - The concern is that the male janitors are cleaning the female restrooms.</p> <p>CAC Answer: The janitors have to clean the washrooms on the hour. They do yell into the restrooms announce their presence, intending to clear the room before beginning to clean. They also put a sign up that says the restrooms are being cleaned. Of course, sometimes the kids do not indicate that they are in the restrooms, when asked.</p> <p>Parent Question: Can a female janitor be hired?</p> <p>CAC Answer: We have to have a position open to consider hiring. Right now our janitors are doing the best job that they can, and are quite aware of the expectation that they should not be in the restrooms with the kids.</p> <p>For the most part the very young kids use the restrooms in their classrooms.</p>	
	Positive Response to School Closure - Most parents recognized that it was a difficult situation and we all (the entire community) made the best of a bad situation.	
	<p>Kid tours of the Construction Site - It is safe for the kids?</p> <p>CAC Answer: They will wear hard hats. John H., who will be leading them, is very aware of safety. He will keep our little ones safe.</p> <p>There have been a number of kid tours during construction and will continue to be tours. All tours are program or curriculum-based.</p>	Seamus is offering a CAT tour of the new building. He will set up a time and date. It seems like 8:00 on a Thursday is most workable for our CAT members.
	<p>What is The School Move in Date?</p> <p>CAC Answer: The school move in will</p>	

	take place in March of 2010.	
	<p>Front Gate Congestion at the End of the Day - The crowding of the adults picking up at the exit gate.</p> <p>CAC Answer: We now have two playground monitors watching both inside and outside the front gate at the end of the school day. They could help with this, by asking people to move away from the gate.</p>	<p>Marci or Seamus will talk with the monitors on gate duty, so that they can facilitate movement of waiting adults away from the gate.</p>
	<p>Red Hot Reader/ Reading Assessment - How do parents know/understand the level that their kids are reading?</p> <p>CAC Answer: We have been doing a lot of work around literacy. We believe that reading = understanding. Students need to not only say the words on a page, but be able to completely/deeply understand the meaning of the text. Our teachers assess for this complete understanding.</p>	<p>If parents have questions about classroom assessments, direct them to talk to the classroom teachers.</p> <p>Our Literacy Coach, Sungeeta Singh, will be having a parent education presentation in early November. It will focus on "just right books" for kids and reading support at home.</p>
	<p>Literacy Coach - What is this about?</p> <p>CAC Answer: We have a part-time Literacy Coach, Sungeeta Singh. Her job is to support and further develop our teachers advancements in literacy instruction. At CAC we believe that even the best can get better. None of us are ever done learning Sungeeta helps us with our literacy learning.</p>	<p>If you would like to know more about what a Literacy Coach does, Sungeeta will be invited to talk about her role at a CAT meeting. Additionally, see the attached document.</p>
Health & Safety Comm.	<p>CAC Needs a Health and Safety Rep. -The ES rep usually comes form CAT. There is an opening. Zein has volunteered.</p>	<p>Thank you Zein, for volunteering to be the Health and Safety Rep!</p>
PTO (Samia)	<p>Michael Thompson is coming to campus. He specializes in child behavior. Though his main focus is on boy behavior, he also addresses general child behavior.</p>	<p>For more information on Michael Thompson, go to: <a href="http://www.michaelthompson-phd.com/">http://www.michaelthompson-phd.com/</a></p>
CAT Initiatives: Discuss possible goals and initiatives for the upcoming year.		<p>We will do this at our next meeting.</p>

Other:	<p>Zach and Marci are working on Positive Behavior Support. During the school closure, the playground monitors engaged in active supervision training, lead by both counselors and Marci. The PE teachers are now teaching playground games, to give our students more positive choices on the playground. Our monitors are attending PE classes to learn the games so that they can promote them and support consistent rule following. Marci and Zach have plans to begin meetings with the Bus monitors. The first meeting is scheduled for this Thursday.</p>	<p>Marci can provide more information on Positive Behavior Support at another CAT meeting. This is a new and active initiative at CAC. You will see more of it as we move closer to moving into our new building.</p> <p>If you would like more information on Positive Behavior Support right now, you can go to: <a href="http://pbis.org">pbis.org</a></p>
Next		<p>Location: Sheila Ivory (KG) Seamus will send our proposed next meeting dates.</p>

Seamus' – Building#5 Rd. 214 Apt.5 –on the corner of roads 214 and 252 – my cell number is 012 313 9783 if you need directions. Coming from CAC turn right out of the gate across the midan and take a left at Seoudi Market. Our building is on your left at the next intersection.

**Rhonda** - I'd like to discuss the contact day issue as some parents have expressed a concern about how little some kids actually did.

**Samia**- Here are what some Moms asked for:

- 1- What if School Closure happen again, what are the plans and how could we be prepared. One suggestion was small classes takes place outside the school.
- 2- Can we have our own Chef to fix lunch in the lunch room for our kids. It is a nice kitchen.

3- Is the school going to teach the kids about being clean, like more control. Nurses educate the kids or how the school will take care of this. (specially younger kids that do not have the clean habit yet).

4- For School Halloween party, can they print enough tickets and make sure that all CAC kids attend, considering that they have siblings. Also is there a better way to let the working parents know about ticket sale and who to contact if they can not come at 3:00 to buy their ticket.

5- For International Fair, there was not enough ticket for sale and they have announced that tickets will be sold on the day of the Fair and that day there were no tickets and lots of parents and kids left at the gate and some parents went home unhappy.