

SIT Meeting

Date	5/22/19	Time	3:00	Location	Art Room
Member Attendance	See sign in sheet				
Notes:					

1. Review minutes from April -
 - a. K. Rumfelt
 - b. Motion to approve- Holly, 2nd - Barbara
2. Duty Schedule -
 - a. K. Rumfelt
 - b. Morning Duties
 - i. 7:15 – trying MTWRF; car, breakfast
 - ii. Extra Morning Duty on Fridays rotated Quarterly
 1. Concern(s): Kindergarten Teachers, Librarian, equitability of extra duties
 2. **Be on time for duties**
 - c. Afternoon Duties
 - i. Two people in the gym on Mondays and Fridays
 - ii. MTWRF duties
 - d. Yearly Duties
3. Master Schedule –
 - a. K. Rumfelt and B. Heufel
 - b. **3rd Encore** 2:00-2:45; be mindful if K/1 coming early to gym because class gets cut short **2:45 buses are rolling and car line**, **Car riders can be in the gym at 2:35 and consistency of expectation**
 - c. **1st and 2nd** – meet and discuss EAGLE flip/split, early lunch late encore

4. July Meeting Date-
 - a. K. Rumfelt
 - b. Will hear from Barbara, Kasey, Mr. Blackburn
 - i. Write a school improvement plan with new tool
5. Other needs or concerns
 - a. During testing, one or two people available out front with duty cycle change
6. Mr. Blackburn motion to adjourn, Regan 2nd the motion

Next Meeting: July TBD