

**Site-Based Team Meeting
Hagan Elementary School**

January 7, 2014

Present: John Farrell, Pat Sample, Joanne Shaffer, Joan Murphy, Kim Scoralick, Carrie Auger, Anne Riehl, Betsy Gabel, Maria Mazzarelli, Allison Travis, Kate Stout, Caroline Sung

The following items were discussed:

- Mr. Farrell assigned the team with the task of completing the Spackenkill Site-based Team's Assessment which is due to Dr. Powell on January 9th. Before leaving, he asked the team to think as a whole and consider past years when deciding on the assessment value.
- **Action Plan-** Mr. Farrell briefly touched on our action plan at the end of the meeting. He asked that the team comes prepared to discuss morale at the next meeting. The team had previously discussed preparing a morale survey to distribute to the staff to enable us to focus on specific issues pertaining to the building. The issue of interruptions will be discussed at the February faculty meeting.
- **Energy Assessment** – Chris Hamel informed Mr. Farrell that Hagan is doing very well in managing energy conservation. The staff did a great job in completing the shut down checklist for the winter recess.
- **Olweus Survey** – This survey will be given to the 4th and 5th grade students on January 10th. Results will be shared with the team.

The next meeting will be on February 25th at 7:50 a.m.