

**Sagaponack School
Site Base Meeting Minutes
September 16, 2010**

In attendance were:

Lee Ellwood
Diana McGinniss
Lisa Arrigotti
Cathy Hatgistavrou
Stacie Selfe
Elizabeth Kearns
Kelly Cunningham
Mark Weinstein (Member of the Guarino Family)

1. The meeting began at 7:10 p.m.
2. Introductions were made: Mrs. McGinniss discussed what Site Base meetings are for and introduced the community member Cathy Hatgistavrou. Parents all introduced themselves and then a new facilitator (Stacie Selfe) and secretary (Lauri Lenahan) were chosen for the new school year.
3. Mrs. McGinniss reiterated the arrival time for school. Students may begin arriving between 7:50-8:00 a.m. The front door will be locked at 8:05 a.m. for the duration of the school day. After 8:05 am, students will be considered late and will have to go to the side door and be signed in by parent. If your child rides the bus, and the bus is late, your child is not marked late if the child is on the bus.
4. Mrs. McGinniss discussed the fact that the school bus sometimes picks up John Marshall students at the school, so please do not pull in front of or behind the bus for drop off. Please park on the street to drop off and pick up children. Do not pull in nor block the school driveway, there are too many children. This poses a potentially dangerous situation.
5. The Emergency Phone Chain was discussed. No one at the meeting volunteered. Later, after speaking with Lauri it was decided that Patrick, her husband, will be the sole caller for the phone chain. In case of an evacuation of the school, the **meeting place** is at the **Sagaponack Post Office**.

During the summer, you were asked to complete emergency information cards. If there are any changes in any of the information you have submitted, please notify the school immediately. We need to keep all cellphone and home numbers current. If Patrick does not reach you and he leaves a message, please call him back to let him know you received his message, ASAP, prior to driving to pick up your child.

We will be conducting a "Phone Drill" sometime in the near future. During the phone drill, we will only be ascertaining the ability to reach all of the parents. You will not be driving to pick up your child.

Later in the year, we will be conducting an "Emergency Go Home" drill. Parents will be instructed to pick up your children at a specific meeting place. During this drill, we will move the children to the Sagaponack Post Office, located about ¼ mi. south of the school, next to the General Store.

6. Mrs. McGinniss also discussed school closings and delay information. Please listen to WLNG radio station (92.1 FM) or watch News 12 on TV or their website to find out if school will be closed or delayed due to weather emergencies. If there is a 2 hour delay, and your child takes the bus, the bus will also be delayed. For example, if your child normally gets picked up from home @ 7:50am and there is a delay, the bus will pick your child up @ 9:50a.m.

7. Individual student class schedules were distributed. Parent/Student Rosters will be distributed next week.

8. Liz Kearns discussed the possibility of having hot lunch once or twice per week. Parents will have to schedule volunteers to pick up lunches for the children from a local deli, pizzeria, etc. If any parent would like to participate, please contact Liz Kearns or Debbie Quimby. It was also suggested that if this becomes a reality, a menu would be provided to parents and money would be paid in the weekly folders.

9. An Ice Cream Social will be held @ 2p.m. on Friday, Sept 17th to welcome parents and students back to Sagaponack School. Debbie Quimby and Kelly Cunningham are the hosts for this event. All parents were invited.

NEW BUSINESS:

1. Mrs. McGinniss discussed the library visits. It was stated that the children can keep the books they take out of the library for one month. Two books may be checked out at each visit as long as the previous month's books are returned. Parents may take the books back to the library on their own time, if parents would like their children to borrow additional books. No DVD's or videos are permitted to be borrowed. Students must bring their books to school on or before the next scheduled library visit if they want to take books out.

2. The enrollment for this school year was discussed. There are 17 children enrolled at this time. A new student is planning to attend 3rd grade in November.

3. Cathy Hatgistavrou, spoke on behalf of the Sagaponack School Parents Committee. She would like parents who are interested in being a part of the Parents Committee to contact her. The committee raises money for the school throughout the year. The monies go to the end of the year graduation ceremony, scholarships and activities for the students. Cathy would like to do a wreath sale again as a holiday fundraiser. Cathy welcomes any and all ideas for fundraising possibilities. Speak to Mrs. Krempler about how to contact her.

4. The meeting adjourned at 8:00 p. m.

Sagaponack School
Site Base Meeting Minutes
November 4, 2010

In attendance were:

Diana McGinniss
Lisa Arrigotti
Terry Scammell
Patrick Guarino
Stacie Selfe
Ellen Wilford
Debbie Quimby
Lauri Lenahan

1. The meeting began at 7:05 p.m.
2. Mrs. McGinniss announced the Sagaponack Holiday concert will be held on Wednesday December 8, 2010 at 7:00 p.m. Stacie Selfe asked for the songs they will be singing, so they can begin practicing now for the concert.
3. Mrs. McGinniss also gave the date of the Sagaponack Holiday party, which will be on Wednesday December 22, 2010. There will be either a grab bag or Secret Santa for the gifts which will be in the price range of \$15-20.00.
4. Debbie Quimby discussed the idea of parents doing the hot lunches themselves. Some of the children are not excited with the lunch now, so she thought maybe parents could take turns each week bring in something from home for the school. It was also mentioned if anyone has suggestions of other places to get lunch for school within our budgets.
5. Mrs. McGinniss went over the testing dates for 3rd and 4th grades. ELA testing will be Tuesday, May 3 - Friday, May 6, 2011. Math testing will be Wednesday, May 11 - Friday, May 13, 2011. Science (4th grade only) will be on Tuesday, May 31 - Friday, June 3, 2011. Science written test (4th grade only) will be on Monday, June 6, 2011. Please try NOT to schedule family vacation or take a holiday during these testing dates.
6. Mr. Guarino brought up the question of the Baccalaureate program at EH district. He wanted to know if Sagaponack students would be missing out if they didn't go to school and be part of the classes at JMMES. Mrs. McGinniss did look into finding out what it is all about. The Baccalaureate is strictly an optional ceremony for the graduating seniors. It is a multi-religious ceremony held a few days prior to their HS graduation ceremony. It has no impact whatsoever on any students K-11. Even 12th graders are not required to attend. There is no pre-requisite other than to be a graduating senior.

7. Mr. Scammell went over the Friday gym program for the winter months starting in December. The schedule is as follows:
 - Swimming at the YMCA - December 3rd, 10th, and 17th, from 12:45pm – 1:45pm.
 - Ice Skating at Buckskill - January 7th, 14th and 21st from 12:45pm-1:45pm
 - Bowling at East Hampton Bowl - February 4th, 11th, 18th and March 4th will be the cosmic bowling from 12:45 - 2pm.
 - Additional swimming at the YMCA - March 11th and 25th .from 12:45pm-1:45pm.
8. Mrs. McGinniss announced that the end of the year trip would be in June (either the 9th or the 16th), and a list of choices would go home with children for everyone to choose their best two. From the votes, the teachers would come up with the winner.
9. Mrs. McGinniss announced the date of the spring play, which is Wednesday, June 8, 2011 at 7 pm.
10. Mrs. McGinniss mentioned that the Sagaponack Parents Committee is having their annual Christmas wreath sale. The Parents' Committee asked that all parents please help and support them by selling at least 5 wreaths per family for the fundraiser.
11. Debbie Quimby asked Mrs. McGinniss to look into the morning bus route. The way the route goes now, the children arriving 5 minutes late to school. There are two buses with different routes. Parents would like to see a change in the route so that children will arrive to school on time.
12. The meeting adjourned at 8:10 pm.

Sagaponack Common School
Site Base Meeting Minutes
January 6, 2011

In attendance were:

Diana McGinniss
Lisa Arrigotti
Terry Scammell
Stacie Selfe
Patrick Guarino
Ellen Wilford
Lauri Lenahan

2. The meeting began at 7:00 p.m.
3. Stacie Selfe asked about the certificates that each student will receive for their swimming sessions at the YMCA.
4. Mr. Scammell reviewed the P.E. activities for Friday. Stacie Selfe asked if the parents were invited to the last ice skating at Buckskill.
5. Mrs. McGinniss went over the end of the year trip. The winner is the NY Hall of Science, everything is hands on with over 450 exhibits. The date will be announced later, but looking at either June 9th or 14th on a Tuesday or Thursday.
5. Mrs. McGinniss mentioned that the Parents Committees Christmas Wreath Decoration Activity was a huge success, and we even received a letter from the Senior Citizen Center with big thanks for the beautiful wreaths.
6. Mrs. McGinniss mentioned that report cards go home on January 31, 2011. There are no conferences the second semester, in April for the third semester there will be parent/teacher conferences.
7. Mrs. McGinniss mentioned that if any parents are willing to help or come up with ideas for hot lunch on Tuesdays, please contact Debbie Quimby.
8. Patrick Guarino asked about the school policy regarding personal toys. Mrs. McGinniss stated that a child can bring in an item, but it must remain in the child's backpack and only come out at recess. She also mentioned that chewing gum is allowed if the student is responsible with it. No bubbles allowed, playing with it, and it is only allowed in the trash. If found anywhere else or any rules disobeyed, then the child loses the privilege. There is also a sharing rule. A student may not bring in extra to share with only one or a few students. You must have enough for everyone, or keep it for only yourself.

9. Patrick Guarino asked about the Shared Decision Making members. Do we have a sub-committee? The school needs to have one by state law. Mrs. McGinniss informed him that because Sagaponack is a small school, all parents are the members. We are going to plan a meeting to go over the requirements that should be met involving members for a Shared Decision Making Committee. Date of meeting to be announced.
10. Meeting adjourned at 8:30 p.m.