

Certificated Superintendent's Roundtable

**September 20, 2023
Minutes**

Chairperson, Jerie La Roche called the meeting to order at 3:25 p.m. with the following representatives present:

Jerie La Roche, Special Ed.
Angelica Hernandez, Ira Harbison
Diana Whitaker, Palmer Way
Danielle Abrams, Central

District Office Representatives present:

Leighangela Brady
Vanessa Ceseña
Ryan Burke
Maritza Koeppen
Sharmila Kraft

1. Welcome and introductions- Jerie La Roche
 - Members introduced themselves and unanimously agreed on the election of officers.
2. First meeting of 2023-2024 standing items- Jerie La Roche
 - a) Approval of March 1, 2023 draft minutes
 - Jerie L. moved and Diana W. seconded. All were in favor, none opposed.
 - b) Bylaws update and approval
 - c) Meeting norms reviewed
3. Roundtable Celebrations
Members shared celebrations items.
4. Role of MTSS Coordinators – Angelica H.
 - Angelica asked for information regarding the direction and goal of the MTSS Coordinators. Dr. Kraft shared details of their collaboration with the Principals and gave examples of the kind of support they provide, including SEL, behavioral, and academic.
5. Roundtable schedule – Jerie
 - Members reviewed the Roundtable schedule and unanimously agreed to meet three times per school year and revisit next school year to increase or decrease the number of meetings, based on need.

6. Open Forum

- Angelica requested intercom speakers for the upper playground at Ira Harbison. Dr. Burke will request installation.
- Diana shared that the wheels of her student chairs make them tip forward. Dr. Brady and Dr. Burke shared plans of replacing flooring moving forward to avoid this.
- Diana requested HVAC maintenance be performed after school hours. Dr. Burke will communicate with M&O and will try to accommodate as much as possible.
- Diana requested clarification on ERLA information. Dr. Brady will follow up with the principals so that all information is correct and updated if necessary.
- Diana shared that classroom interruptions for IEP's interfere with classroom time and teachers must make subplans. Dr. Brady shared scheduling is in line with NCETA contract guidelines. Dr. Brady will follow up with principals.
- Danielle shared that production orders placed at the end of the last school year were not received and asked how to proceed. Dr. Brady will follow on order expectations.
- Danielle asked if headphones can be provided for the levered program. Dr. Brady will follow up with principals.
- Danielle asked if the Smarty Ants program can be available to 3rd grade. Dr. Brady will follow up and ask for purchase if appropriate for other grades.
- Angelica inquired on the report card stipend, delivery of forms, and request for subs. Dr. Koeppen asked for the ideal time for this and will follow up.

The meeting was adjourned at 4:33 p.m.

Vanessa Ceseña, Recorder