**PBIS Meeting Minutes Monday, September 12, 2016**

**Attendees**: Darla Cardenas (parent), Mary Jo Howarth, Larry Locke, Octavia McDonald; all other members were accountable

1. Citations
   1. Teachers are dropping citations in the mailroom (box underneath the Rosworks scanner). An email was sent encouraging staff to complete this week’s worth of citations. Citations will be drawn on Friday. Students will be acknowledged through the morning announcements, and *some* will receive game tickets for a sporting event(-s) during the week of September 19th.
   2. Citation forms should be offered to the principal and assistant principals—they, in turn, would cite the PRIDE they witness in the faculty and staff.
2. Registration for the PBIS conference is open. Registration can be completed under the MTSS category. The conference is held at the George Mason University PW campus (1:30-3:30) on Oct. 12th. There are two more sessions for the first semester, and the second semester will follow. Classes are progressive.
3. Saturday School (new detention)
   1. Teachers will be interviewed for Saturday School positions.
   2. The detention will include a reflective piece on the part of students. There will be a lesson plan that teachers will maintain: writing a letter of reflection (based on the offense), team building, guest speaker, identifying adults in the building who can act as a liaison, etc.
4. Signage for PBIS will expand. Mr. Pullum has been consulted.
   1. PBIS signage should appear on the website and on the outdoor marquee (McDonald).
   2. Mr. Hackett will be contacted about the website.
5. Automated message about dress code should be sent intermittently.

**Next Meeting: Monday, September 26, 2016**