

SCHOOL-BASED MANAGEMENT TEAM (SBMT) MEETING

Agenda / Minutes

Location:		Lovejoy Discovery #43		Time:		8:00A M	Date:	10-13-2026
Timekeeper:		Petko		Facilitator:		Petko	Recorder:	Petko
Meeting Purpose:		To make site-based management, engage the community and instructional decisions for school 97.						
Time	Topic	Related DTSDE Tenet	Purpose	Discussion Leader	Desired Outcome	Notes/Minutes		
8:00 – 8:05	Attendance and Meeting Norms		I	AP Petko		-Attendance -Purpose of Meeting -Weekend highlights		
8:05 – 8:30	Attendance Accountability		P/I/F	Director Barringer - PPT	Committee to gain understanding of how attendance is calculated for accountability	-Understanding attendance levels -Calculating accountability levels -Parents need to have this information -Excused/unexcused does not matter for attendance calculations -Get your child to school for some of the day (at least) cause it counts -Reviewed controllable attendance factors		
8:30 – 8:45	Attendance Interventions		P/I/F	Supervisor Abraham - PPT Attendance Teacher Mr. Ferguson	To review Tiered attendance interventions and ADA.	-Review of attendance data from 25-26 compared to district and 2026 -Tiered supports 1,2,3 -The role of the attendance teacher -Incentives for attendance and planning for dips in attendance -Does PreK attendance count toward our ADA? – yes. Accountability data No -What can we do at each Tier 1 – daily check ins, same-day reach out, Teir 2 – CICO, Tier 3 Identify barriers -Actions plans for 30-60-90		
8:45 – 9:00	Discussion and Questions		F	AP Petko		-How do teachers mark attendance for late buses? The clerk will need to make a change to the student’s attendance for students who are marked absent.		

*P = Presentation PS = Problem Solving D = Decision Making I = Information Sharing F = Feedback

Recommendations to be shared with the Board of Education:

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