

Posted By Tracy Pigeon on 3-11-2026 at 11AM

Penn Brook Advisory School Council Meeting
LOCATION: Penn Brook School - Office Conference Room

Facilitator: Beth Benoit Notetaker:	School Council Members: Amanda Harding, Meg Johnson, Cathy Dewitt, Andre Switala, Brena Fish, and Meaghan Hennessey
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May 20, 2026
7:50am - 8:35am
Agenda and Minutes

School Council
Wednesday, May 20 • 7:50 – 8:35am
Time zone: America/New_York
Google Meet joining info
Video call link: <https://meet.google.com/yms-txvb-skr>
Or dial: (US) +1 563-552-0279 PIN: 444 483 523#
More phone numbers: <https://tel.meet/yms-txvb-skr?pin=6029302984914>

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and connections (5 min)	To connect as a team and verify who is in attendance virtually and in person	Amanda Harding, Cathy Dewitt, Andrea Switala, Meaghan Hennessey
School Improvement Plan (30 min)	The development of the school improvement plan - 26-27 School Year 25-26 School Improvement Plan	Beth reviewed presentation and discussed highlights of school improvement plan from 25-26 and next steps  School Improvement Planning Questions regarding the subjective nature of walk through observations and rubrics was discussed including the work staff do to calibrate so that there is a common understanding of the rubrics Discussion on the increase in the PBIS TFI and the connection to the students reports on the school culture survey Discussion on the importance of early literacy and our MTSS structures

**April 15, 2026
7:50am - 8:35am
Agenda and Minutes**

**Google Meet joining info
Video call link: <https://meet.google.com/wer-uean-yyd>
Or dial: (US) +1 530-395-0617 PIN: 814 637 004#
More phone numbers: <https://tel.meet/wer-uean-yyd?pin=4098504184145>**

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and connections (5 min)	To connect as a team and verify who is in attendance virtually and in person	In attendance: Amy Wahl (guest), Brena Fish, Andre Switala, Meaghan Hennessey, Amanda Harding, Meg Johnson
School Improvement Plan (30 min)	To monitor the school improvement plan - Goal # 2 25-26 School Improvement Plan Amy Wahl, Assistant Principal will join us to review School Culture Data	 School Council Spring Update: Sense of Belonging Amy presents the presentation reviewing the data Can data be broken down by question? The tool makes it difficult to see the correlation of academic experiences connected to behavior

**March 11, 2026
7:50am - 8:35am
Agenda and Minutes**

**Google Meet joining info
Video call link: <https://meet.google.com/qmd-oidn-ymz>
Or dial: (US) +1 857-308-2274 PIN: 922 659 106#
More phone numbers: <https://tel.meet/qmd-oidn-ymz?pin=4138761822524>
Looking for pass code?**

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and	To connect as a team and	In Attendance: Amanda Harding, Cathy Dewitt, Andre

connections (5 min)	verify who is in attendance virtually and in person	Switala, Meaghan Hennessey, Brena attempted to join through google meet and was unable Beth will look into the google meet link to figure out why it was requiring a passcode.
School Improvement Plan (30 min)	To monitor the school improvement plan - Goal # 4 25-26 School Improvement Plan	Reviewed goal #4 and discussed the structural components that the school is building to create a systematic way of access support/intervention for students. Currently, tier 1 and tier 3 are the focus and for next year the school is moving towards an emphasis on all three tiers ensuring a system that includes tier 2. This includes a schedule that allows

**February 11, 2026
7:50am - 8:35am
Agenda and Minutes**

**Google Meet joining info
Video call link: <https://meet.google.com/qad-dtsz-jvg>
Or dial: (US) +1 770-913-6608 PIN: 301 366 869#
More phone numbers: <https://tel.meet/qad-dtsz-jvg?pin=2364965844792>**

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and connections (5 min)	To connect as a team and verify who is in attendance virtually and in person	
School Improvement Plan (30 min)	To monitor the school improvement plan - Goal # 3 25-26 School Improvement Plan Kate Donlin, Assistant Principal will join us to review Benchmark Data from iReady and DIBELS	Kate discussed and presented mid year and beginning of year benchmark and diagnostic data  PBDataMOY:Feb26 Suggestions: Analyze the data to see % of students in each category across math and reading as well as gender Can we compare our school wide results to surrounding districts?

**January 14, 2026
7:50am - 8:35am
Agenda and Minutes**

**Google Meet joining info
Video call link: <https://meet.google.com/qyp-rrik-saq>
Or dial: (US) +1 262-682-1837 PIN: 849 812 278#
More phone numbers: <https://tel.meet/qyp-rrik-saq?pin=7354643728146>**

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and connections (5 min)	To connect as a team and verify who is in attendance virtually and in person	Amanda Harding, Cathay Dewitt, Meaghan Hennessey, Meg Johnson Absent: Brena Fish and Andre Sitala
School Improvement Plan (15 min)	To monitor the school improvement plan - Goal # 1 and #4 25-26 School Improvement Plan Review school communication results from survey  school communicatio...	Presented the School Communication data Will share this information with families through the newsletter
Preschool and Kindergarten Screening (15 min)	Shannon Tenney, Early Childhood Coordinator - Preschool and Kindergarten Screening for 26-27 School Year	March 3rd screening - Kindergarten and Preschool teachers will engage in screening process Online registration will begin through Aspen
other		Find out where we are with the approved Cell phone repeater

**November 12, 2025
4:15pm - 5:00pm
Agenda and Minutes**

School Council

Wednesday, November 12 · 4:15 – 5:00pm

Video call link: <https://meet.google.com/wub-dmio-vgb>

Topic/ Estimated Time	Objective	Notes/Next Steps
Attendance and connections (5 min)	To connect as a team and verify who is in attendance virtually and in person	- Brena Fish unable to attend - change of time - Meg Johnson absent - In attendance virtually - Amanda Harding, Cathay Dewitt, Andre Switala, Meaghan Hennessey - Staff in attendance not as voting members - Beth Benoit and Amy Wahl
Role of the School Council (10 min)	Follow up on roles and responsibilities - any questions Georgetown School Committee Policy BDFA DESE summary of School Advisory Council	No additional questions
School Improvement Plan (30 min)	To monitor the school improvement plan - Goal # 2 25-26 School Improvement Plan Amy Wahl, Assistant Principal will join us to review School Culture Data	Amy Wahl, Assistant Principal presented School Culture Data -  Fall 2025 School Climate Survey Results- S...
Other		

October 15, 2025 7:50am - 8:35am Agenda and Minutes		
Topic/ Estimated Time	Objective	Notes/Next Steps
Introductions and Group Norms (15 min)	To develop a professional learning community amongst the school council so that we can effectively	- Add another section to the agenda for “other” - Start and end on time - All school topics this isn’t a place for specific classroom discussions or individual needs

	work together	
Role of the School Council (15 min)	To understand the roles and responsibility of the School Council and membership Georgetown School Committee Policy BDFA DESE summary of School Advisory Council	- Reviewed policy and expectations for the role of school council - Primary responsibility of school council is monitor implementation of school improvement plan and be an advisor to the Principal
School Improvement Plan	To understand the development of the school improvement plan 24-25 School Improvement Plan 25-26 School Improvement Plan - Draft	- Review of school Improvement plan - Discussed measurements and how we will monitor over the course of the year
Budget Development (10 min)	To understand the development of the school budget	Did not discuss

