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| **School:** **Date: February 12, 2014****Attending:**  **Meeting Norms** * ***Be on time***
* ***Members remain engaged***
* ***Confidentiality***
* ***Agenda items submitted in a timely manner***
* ***Follow up on assigned items on portal prior to the meeting;***
* ***Rotational Minute Taker***
 |
| ***Topic*** | ***Concern*** | ***Actions*** | ***Person Responsible*** |
| ***Review of Minutes*** |  |  |  |
| Successes  | Students are much more focused during AP and the hallways are empty. Teachers are providing intervention and enrichment during this time. |  |  |
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| Admin.Concerns/Successes | Success- Teacher A has the opportunity to attend the ESST meeting to discuss student concerns. |  |  |
| Guidance Concerns | Mrs. B has joined the ESST and working very well in her new guidance role.Student C- attendance and behaviour. A TAP referral is going to be made. Mrs. O is seeking assistance from Mrs. K at District Office.Student S-attendance. He needs all five courses this semester in order to graduate. He refused mental health before Christmas. |  | Mr. D |
| Student Concerns | Student N – TAP Referral | TAP intake meeting today with Admin, Resource, Guidance, TAP teacher, Student N and his mother. |  |
| Resource Concerns/Successes | Student D is attending shop class with success.Student K is having a better understanding of consequences.Many SEPs have been deactivated and many students with SEPs have had their modifications removed.Information on accommodations, modifications, and individualizations were discussed. |  | Mrs. K will email SEP documents/definitions out to teachers for review. |
| Teacher Referral (A) | Student M attendance problems. Her mother often calls for extensions and provides excuses (include from doctors) only when assignments are due.Parents are aware of the school’s concerns. | Michaela is to write tests and pass assignments in the first day upon returning to school. Amy will continue to follow this plan. | Mrs. O will contact parents again to express concerns. |
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