Agueda I. Johnston Middle School MEETING AGENDA & NOTES

Date: December 5, 2016
Meeting Called to Order/Time:

TEAM: School Improvement (SIT)

Administrator:
✓E. Cepeda

Community Representative (Agency):
Leilani Atalig (Parent) ✓Mayor
Mark Mendiola (PTO/Parent) ✓B. Martinez

Facilities & Maintenance Representative:
Gerald Taimatongo
Mr. Christopher Anderson
Mr. Joseph Quintanilla

School Team Members:
G. Sanchez
P. San Nicolas
T. Naputi

Student Representative
Royce Taimanglo Rm27 ✓Taylor Sablan
Isabella Cruz Rm E103 ✓Jesiah Taimatongo

Other:

Meeting Agenda:

1. Introduction of members/position
2. Progress on Goals: Current Status/New Issues
   a) Submission of Monthly Reports
      i. Number of Current Deficiencies 12
      ii. Number of Work Orders Submitted
      iii. Number of Deficiencies Resolved in the Month
   b) Maintenance Work Request Updates
3. Next Steps/Action Plan for the Month: Walkthroughs, Status Update of SIT, Maintenance Follow-ups
4. Open Discussion/Adjournment

*Meeting Notes/Agenda/Sign-in sheet
*Progress Report
* 14 Points/Facilities & Maintenance

Meeting Notes:

Zone 1: L. Atalig
Zone 2: C. Quidachay
Zone 3: P. San Nicolas
Zone 4: J. Losangco
Zone 5: G. Sanchez

*Procuring of First Aid kit
*updating fire extinguisher

Students: - Water fountains / Awning CIP - RFP (2nd time it was replaced 1993)
- Cafeteria - Food Nutrition contracted doesn't taste good; Restrooms maintenance
- walk way slippery - ventalation - Soccer Field (Track overflows B-Wing)
Mayor - No major issue; here to assist
Grass cutting - cutting during the rainy season / wet / drainage issues / unsatisfied work not timely 2 consecutive written complaint

Open Discussion:
Reinspection w/ OCPES

Follow Up Activities:
Update Monthly F&M Report (Munis)
Reinspection w/ D. Taimanglo
Walk through for Preventive Maintenance

Next Meeting Date/Time/Venue:
1/11/2016 @ 2:15pm

Signature: E. Cepeda

End Time: 2:42pm