Woodland Elementary School

January 4, 2012

SBDM Minutes

*All members present*: Ashley Brus, Jenn Ford, Cindy Miller, Judy Bayne, Shianne Monteiro, James Moyers, and Dawn Tarquinio. Guests present: Carlena Sheeran and Tiffany Jenkins. Mary Silva was the recording secretary.

1. **Opening Business**

The meeting was opened @ 4 p.m.

1. A motion was made by Jenn Ford to approve the January agenda and seconded by Shianne Montiero.
2. Judy Bayne motioned to approve December minutes and it was seconded by Phil Moyers.
3. Good News Reports –
4. Our Eagle’s Club has begun the next rotation (math).
5. We have a formal PTO organization underway.
6. Our enrollment is increasing
7. Public Comment – None
8. **Student Achievement Report**
9. Assessing Student Achievement – MAP Assessments begin Thursday, January 5th and will conclude by the end of the month. Facilitators will be Mr. Tabb, Mrs. Tarquinio and Mrs. Dupin, on a rotating basis.
10. Student Achievement Report
11. We reviewed the MAP Data from the fall assessment to see where we stood prior to our upcoming testing.
12. HCS KSI/RTI Academic Cut Points were explained by Mrs. Tarquinio. These numbers were used as a deciding factor on which students were invited to participate in the Eagle’s Club Program.
13. Monthly Assistant Schedule Change – Schedules have been changed to maximize our assistant’s hands-on time with students. We are striving for a significant amount of an assistant’s time to be working with the students (rather than making copies, grading papers, etc.)
14. **Planning**
    1. Monthly Review - 1) January 5th marks the day for Parent-Teacher conferences for 3rd, 4th, and 5th grades. This will take place from 2:30 – 6:30 p.m. to accommodate as many parents as possible. 2) We will have staff meetings on January 11th and January 25th. We plan to have a staff photo taken at the January 25th meeting. 3) Implementation and Impact Check Components on CSIP – The council reviewed and discussed the Action Component to see which strategies we have implemented, partially implemented or not implemented. (See attached updated Action Component for more information.)

4) 2011-12 Budget Development Report – None yet.

1. **Program Reviews –** Will be a part of our accountability for next year. Related Arts teachers will be doing the preliminary work on this. Then, they will take the information back to our staff for their input and then the procedure will be written (program review).
2. **Budget Report –** The December Schedule of Balances was reviewed and approved by the council. Motioned by Phil Moyers and a second was made by Cindy Miller.
3. **Committee Reports**
   1. FRC – see attached information sheet
   2. School Committees – No committee meetings since we last met but they are working on refinining policies.
   3. The December school accident report was reviewed and discussed.
4. **Review**
   1. Council Election Procedures (Tabled until February)
   2. PTO – We will have a PTO meeting on January 17th at 6 p.m. A letter went home to parents today inviting them to join.
5. **New Business**

a. PTO

b. Literacy 1st Visit on January 18th.

c. The SACS Review handout was reviewed and discussed. We are reviewing now because of previous retrieval problems. Answers were accepted on the first try.

d. Book Study – Will share in February

e. eWalk Guidelines – The Certified Council and Mrs. Johnston met and these are the question and answers from their meeting.

FRC/SBDM Principal Agreement – Mrs. Tarquinio signed the agreement to say that we are in support of the FRC program to be an ongoing part of our school.

1. **On-Going Learning** 
   1. Roundtable Discussions – All schools required to participate and will take place in February. What will our plan be to do more with less money?

A motion was made by Cindy Miller to adjourn the meeting at 5:35 p.m. and a second was made by Ashley Brus.