Woodland Elementary School

February 1, 2012

SBDM Minutes

*Members Present*: Ashley Brus, Jenn Ford, Cindy Miller, James Moyers, and Dawn Tarquinio. Guests present: David Farmer and Lafe Tabb. Ashley Brus was the recording secretary.

**1. Opening Business**

The meeting was opened @ 4 p.m.

a. A motion was made by Jenn Ford to approve the February agenda and seconded by James Moyers.

b. James Moyers noted the need to include within the January minutes the reporting of grades into Infinite Campus on by teachers on the 15th and 30th of each month.

c. Jenn Ford motioned to amend the New Business within the January minutes to include the grading notice and was seconded by Cindy Miller.

d. Good News Reports-

1. Winter MAPS Assessments ran smoothly and reports are showing tremendous growth.

2. First formal PTO meeting was held on January 17, 2012.

e. Public Comment – None

**2. Student Achievement Report**

a. Assessing Student Achievement – Current K-PREP information from KASC was reviewed and discussed to prepare for upcoming state testing.

b. Student Achievement Report

1. Winter MAPS testing is concluding this week. Preliminary results show growth beyond the norms across the grade levels.

2. Eagles Club members are demonstrating academic growth based on their MAPS scores as many have reached grade level mid-year norms. These students will continue within the program while other students currently below the winter benchmark will be considered for inclusion.

**3. Planning**

a. Monthly Review – 1) January 30th Professional Learning Day. 2) February 3rd mid-term reports go home for 3rd nine weeks. 3) February 6th-10th Book Fair held in the media center. 4) February 9th FRC Fitness & Friends 3:15-4:15 p.m., Book Fair night from 5-7 p.m. and Track Parent Meeting 5:30 p.m. 5) February 13th second PTO meeting at 6:00 p.m. 6 ) February 14th Literacy First consultant visit and NED Show from 8-8:45 a.m. 7) February 15th staff meeting 2:30p.m.in the media center. 8) February 16th FRC Fitness and Friends 3:15-4:15 p.m. and Board meeting 6:00 p.m. at central office. 9) February 23rd FRC Fitness and Friends 3:15-4:15 p.m. 10) March 2nd Literacy First Coaching Day.

b. Improvement Plan First Reading

1. February 21st 5:00 p.m. at Heartland Elementary, Woodland SBDM will present to the other district school are ideas and plan for addressing current budget.

2. Special SBDM meeting called for February 13th at 5:00 p.m. to discuss our

presentation for the district roundtable. From now until then, SBDM members will

individually brainstorm some ideas regarding the effectiveness of currently funded programs.

**4. Program Reviews**

a. Mr. Tabb reported the following regarding program review:

1. Arts and Humanities teachers have been working on this during the PLD’s, but next steps need to be taken.

2. At the next faculty meeting, rubrics will be shared with staff and committee will be formed to continue program review and policies. Sample policy provided by KASC.

3. Program review policies and work due by June 1st.

4. Next year, dates will be in place.

**5. Budget Report** – January schedule of balances will be shared at our March SBDM meeting. We will research to ensure they are shared appropriately and if necessary, a quorum will be held at the special February 13th SBDM meeting if they need to be shared by then.

**6. Committee Reports**

a. Technology Committee – Mr. Farmer reported the following for the technology committee:

1. Driven from the responses from the technology survey given to the faculty, a technology plan was created to address the resources requested with the use of KETS allocations (see attached information sheet).

2. Mr. Farmer explained that wireless switches have been installed in the building in specified areas such as the media center and office.

3. Mrs. Stock has applied for a WHAS Crusade for Children grant to purchase more Fusion Word Processing Machines and the result of this request will not be known until July.

4. PTO has offered to fund the Reading A-Z program.

5. Technology committee will meet again on Monday, February 6th to discuss research on sound fields and the possibility of all audio sources being covered with a connecting wire.

6. Mrs. Tarquinio has two concerns for the technology committee’s consideration during their next meeting: the use of BrainPop as an interactive instructional resource and the equitable use of the Fusion Word Processing Machines.

7. James Moyer motioned to approve the requested $5,000 for technology repairs and replacements and the motion was seconded by Cindy Miller.

b. Literacy First – January 18th June Lynch visited to follow-up with 3rd, 4th and 5th grade teachers, as well as, administrators. She reported that the program is going well. She will return on February 14th to work on differentiation, word walls, and meet with intermediate grade level teams to discuss self-evaluation results.

c. FRC – Report was submitted by Contea Fisher on behalf of Tiffany Jenkins. See attached sheet.

d. The January school accident report was reviewed and discussed. Mr. Tabb reported that mulch is being ordered for the playground at the rate of between $1400-$1800 dollars ($18 a cubic yard for 70-100 cubic yards).

**7. Review**

a. Council Election Procedures – Monique Smith is the lead for the parent elections and Mrs. Tarquinio will review parent election procedures with PTO president Andrea Garcia. Protocol for staff elections in place and Mrs. Tarquinio will create policy for elections for SBDM to review, discuss and adopt.

b. PTO Update – Initial meeting was held on January 17, 2012 at 6:00 p.m.

**8. New Business**

a. Next Literacy First visit from June Lynch will be on February 14th.

b. Books for book study have arrived and are ready to be distributed. A plan for staff participation (e.g. in-person and/or Moodle) was discussed to build motivation. Extra books were ordered for parent participation in the book study.

c. Professional Development offered for $75 a person in Bowling Green, Kentucky on President’s Day: 5 teachers representing each grade level will attend to learn how to embed the common core into the curriculum. Information from the PD will be presented to the faculty by the attending staff members.

**9. On-Going Learning** – KASC “Insights Online” are offered throughout the year.

A motion was made by Ashley Brus to adjourn the meeting at 5:36 p.m. and a second was made by Cindy Miller.