**Regular Site-Based Meeting**

**School Based Decision Making Council**

**Meeting Minutes**

May 28, 2013 6:00 PM

**Attendance Taken at 6:14 PM:**

Present Council Members:

Ms. Kendra Abner

Angie Boyers

Kacie Browning

Eddie Franke

Mrs. Leha Schutte

Absent Council Members:

Melissa Herald

Mrs. Rhodesia Matthews

Mr. Bruce Mullins

**I. Call to Order**

**I.A. Welcome**

**I.B. Roll Call**

**I.C. Approval of Agenda**

**Order #128 - Motion Passed:**  Approval of agenda passed with a motion by Ms. Kendra Abner and a second by Kacie Browning and the consensus of the council.

**I.D. Approval of Minutes**

**Order #129 - Motion Passed:**  Approval of April's minutes passed with a motion by Angie Boyers and a second by Mrs. Leha Schutte and the consensus of the council.

**II. Recognitions**

**III. Principal's Report**

Discussion:

Mr. Franke shared the following:

PGES: Southgate will pilot the new system next school year. Training will begin this summer for principals.

Safe Crisis Management: A team will be trained in SCM (Kitch, Franke, Simmons, Beck and Hoffman)

Handbook: Email any concerns over the student handbook to Mr. Franke...Council will update in July

Crisis Plan: The Crisis Plan will need to be revised this summer

Redbook Update: Purchase Orders are required for all purchases ahead of the purchase, Inventory sheets are required for school sale of items such as a school store, Cash or Gift Cards cannot be purchased via the activity fund.

SBDM Council Training: New Members complete by July 30th, experienced training tentatively August 1st.

**IV. Student Learning and Support**

Discussion:

Council reviewed the Unbridled Learning Checklist for implementation.

**V. Budget Report**

**VI. Program Reviews 2013**

Discussion:

Council reviewed the Program Review Documents to be submitted to the state.

**Order #130 - Motion Passed:**  Approval of the 2013 Program Reviews passed with a motion by Mrs. Leha Schutte and a second by Kacie Browning and the consensus of the council.

**VII. 2013-14 Schedule Update**

Discussion:

Council discussed the 2013-14 Master Schedule and will hold a special meeting to finalize and approve the schedule in June.

**VIII. June Meeting**

Discussion:

Council has cancelled the regular June meeting and will convene in a special meeting depending as needed.

**Order #131 - Motion Passed:**  Approval of change to June Council meeting passed with a motion by Ms. Kendra Abner and a second by Kacie Browning and the consensus of the council.

**IX. Comments from the Audience**

Discussion:

Mr. Palm provided the following updates:

1) Lunch prices will increase to $1.95 due to Federal Requirement relating to Free/Reduced Program is not allowed to subsidize lunch for non F/R students.

2) A new Procedure Manual will be in place for the 2013-14 School Year. It will be available online pending Board approval.

3) The Manual contains a Crisis Plan for all disasters with lockdown Pending.

4) Unexpected Boiler replacement has impacted overall budget and not allowed for staff raise outside of step increases.

5) Preschool funding has been cut 20-30k and will have to be made up from the General Fund. Part of the problem is a change in the requirements to attend preschool that resulted in fewer students.

**X. Adjourn**

**Order #132 - Motion Passed:**  passed with a motion by Kacie Browning and a second by Mrs. Leha Schutte and the consensus of the council.

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Chairperson

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Date