**Regular Site-Based Meeting**

**School Based Decision Making Council**

**Meeting Minutes**

August 28, 2014 4:30 PM

**Attendance Taken at 4:32 PM:**

Present Council Members:

Ms. Kendra Abner

Ms. Pam Dufresne

Eddie Franke

Ms. Shelley Hamberg

Melissa Herald

Mrs. Leha Schutte

Absent Council Members:

Ms. Kinta Joseph

Mrs. Tonia Schwegman

**I. Call to Order**

**I.A. Welcome**

**I.B. Roll Call**

**I.C. Approval of Agenda**

**Order #225 - Motion Passed:**  Approval of agenda passed with a motion by Mrs. Leha Schutte and a second by Ms. Kendra Abner and the consensus of the council.

**II. Recognitions**

**Order #226 - Motion Passed:**  passed with a motion by Melissa Herald and a second by Mrs. Leha Schutte and the consensus of the council.

**III. Principal's Report**

Discussion:

Mr. Franke updated council on beginning of school year activities as well as upcoming events and reports to the state.

**IV. Student Learning and Support**

**IV.A. 2014-15 Homeroom Assignments**

Discussion:

Council discussed the current student enrollment and decided to continue with the original staffing plan for the time being.

**Order #227 - Motion Passed:**  passed with a motion by Melissa Herald and a second by Ms. Kendra Abner and the consensus of the council.

**V. Budget Report**

Discussion:

Council reviewed the SBDM funds and Activity Fund. Council will be making recommendations for the carry-over funds in the Activity accounts.

**VI. Review of By-Laws**

Discussion:

Council reviewed the current By-Laws and updated the time of council meetings as well as the wording on parent elections from two parents to parent(s).

**Order #228 - Motion Passed:**  Recommendation to revisions of SBDM By-Laws passed with a motion by Mrs. Leha Schutte and a second by Melissa Herald and the consensus of the council.

**VII. Review of Emergency Management Policy**

Discussion:

Council reviewed and made no changes to the Emergency Management Policy.

**VIII. Achievement Gap Plan Fall 2014**

Discussion:

Council reviewed, discussed and approved the Achievement Gap Plan for Southgate School

**Order #229 - Motion Passed:**  Approval of the 2014 Achievement Gap Report passed with a motion by Ms. Kendra Abner and a second by Melissa Herald and the consensus of the council.

**IX. Comments from the Audience**

Discussion:

Mr. Palm updated council on:

1) Finance training he attended announcing a focus on Activity Fund Management

2) There will be a new human resources report districts are required to complete to determine if less experienced teachers are assigned to lower performing schools.

3) The upcoming Superintendents Summit will focus on the new evaluation system.

4) Mr. Palm will be attending a LEAD training for the highly qualified report.

**X. Adjourn**

**Order #230 - Motion Passed:**  passed with a motion by Mrs. Leha Schutte and a second by Melissa Herald and the consensus of the council.

**XI. Approval of Minutes**

**Order #231 - Motion Passed:**  passed with a motion by Melissa Herald and a second by Mrs. Leha Schutte and the consensus of the council.

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Chairperson

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Date