**Regular Site-Based Meeting**

**School Based Decision Making Council**

**Meeting Minutes**

September 25, 2014 4:30 PM

**Attendance Taken at 4:30 PM:**

Present Council Members:

Ms. Kendra Abner

Ms. Pam Dufresne

Eddie Franke

Ms. Shelley Hamberg

Melissa Herald

Mrs. Leha Schutte

Mrs. Tonia Schwegman

Absent Council Members:

Ms. Kinta Joseph

**I. Call to Order**

**I.A. Welcome**

**I.B. Roll Call**

**I.C. Approval of Agenda**

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

**I.D. Approval of Minutes**

**Order #232 - Motion Passed:**  Approval of August minutes passed with a motion by Melissa Herald and a second by Ms. Shelley Hamberg and the consensus of the council.

**II. Recognitions**

**III. Principal's Report**

Discussion:

Mr. Franke updated council on changes to the district RTI program and the new RTI manual. Also discussed was the MAP Fall report, PGES and K-PREP updates along with upcoming events.

**IV. Student Learning and Support**

**IV.A. Fall 2014 MAP Data**

Discussion:

Discussion of Fall MAP results showed improvement in math, but not as much in reading. Council and the school will need to begin reviewing practices to improve reading across the board.

**V. Budget Report**

Discussion:

The SBDM budget and activity fund was reviewed.

**VI. Second Reading of SBDM By-Laws**

**Order #233 - Motion Passed:**  Approval of revised 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 Southgate School Wellness Policy**

Discussion:

Council discussed the Wellness Policy. Mr. Palm will discuss the fresh fruit component with the food service director.

**VIII. Review of School Writing Policy**

**IX. Response To Intervention**

Discussion:

Council discussed updates and changes to the RTI policy. It was suggested that additional training for staff be considered on the RTI program and procedures.

**X. Comments from the Audience**

Discussion:

Mr. Palm updated council on the Superintendent's Summit where most of the discussion involved PGES and CIITS.

Mr. Palm also updated council on the special board meeting to approve the budget for 2015. As a result of the tax hearing there were some additional questions the board wanted answered before final budget approval.

Mr. Palm also informed council the board had rescinded the vending machine policy due to no vending machines at Southgate.

**XI. Adjourn**

**Order #234 - 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