**Gallatin County Elementary School**

*“On Track for Success”*

Minutes of Elementary January 13, 2015 SBDM meeting

**Members Present:** Joe Wright, Angie Jones, Amanda New, JoAnn McCaughan, and Amy Dunavent

**Members Absent:** Melissa Phelps

**Guest:** None

December minutes

* Approved

Today’s KDE Visit

* Mr. Wright interviewed concerning Title II, funds to improve instruction and increase teacher effectiveness.
* Title I. Pays for one 2nd grade teacher
* Leader in Me
* Discussed all-day Kindergarten, Leader in Me, and PTSO

Next Meeting

* Beginning with the end in mind: Tuesday, February 10

Good News

* Math Committee will plan 100th Day this year. Veterans Day taken over by 2nd grade. Will be true 100th day activities. All students will participate. Door decorations will include office doors.
* Striving for 100% student participation in all activities, including Sumdog.
* Incentive to line up first for lunch has encouraged 100% class attendance.

SNAP

* Amanda New discussed SNAP data, including progress from previous years
* Students should master Standards per grade level by spring. 1st grade should master first two sections; 2nd grade should master all three.
* Skills-based. Students can celebrate their accomplishments and are the masters of their learning.
* Students should be off SNAP by the end of 1st grade.
* SNAP refines what students need to work on.

Literacy First

* Ms. McCaughan discussed data. 2nd grade students: 100% on PAST. It just happened.
* Challenge: transient students.
* When the PAST is mastered, we can work on fluency.
* We have had Phonics at 80% in the spring in past years.
* Plenty of progress in all areas. Sometimes we feel beat up a little bit. We get hung up on numbers and not overall growth, or concentrate on that one student who’s not making it.

MAP

* Mr. Wright discussed longitudinal and lateral MAP scores per grade level via color coded line graphs and tables.
* To be ready for K-Prep, students need to go for Proficiency - not just norm.
* Students take the MAP three times a year.
* MAP shows student growth from Fall of Kindergarten.
* No headphones = distractions.
* In 2nd grade, higher rigor.
* Overall it’s an upward trend, close to the norm.
* Years ago the CTBS was in the 30’s. 70’s was the goal.
* MAP data includes grades K-5.
* Both Math and Reading
* RTI and Program Review are working.
* Data consistent from year to year.

RTI Interventionist

* Will concentrate on 1st grade
* 12 students who may reach the norm, 2 from each of the five classes and 2 extra in both Reading and Math – 24 total.
* Ms. Humphries gives activities to interventionist. Students meet with interventionist 6 and 6.
* 1st grade is where the bulk of the reading goes.
* 2nd grade benefits due to 1st grade growth.
* Funding: Title 1.

Safety Committee

* Safety Committee will report next meeting – only three members so far.
* State recommends classroom doors be locked. Higher priority than just recommendation from central office.
* Need opening in glass. Students could break the glass without knowing glass is there.
* Principal wants to peak in.
* Suggestion: black tint where teacher could look out but no one could look in.
* Difficult for administrator to quickly enter classroom when doors are locked without interrupting learning.
* We wore badges today due to KDE visit; however, they are part of policy and should always be worn.

Budget

* Mr. Wright discussed budget report.
* Financial director hired part-time. Retired from Kenton County financial department.
* Mr. Huber gave figure of 23 extra cents each time we use the postage machine. More than $500 a year.
* Postage machine very convenient. Used by office personnel and special education.
* Suggestion: stamp.com which would keep office personnel here instead of traveling to central office.
* A creative way to save money; however, he should think carefully about everything. We send the most mail. Why not send them from here?

Committee Policy

* Need two committees: Safety and Culture
* Need ad hoc student leadership committee by February
* Will review policy again next month

Instructional Practice Policy

* First reading.
* Discussion of several topics and statements.
* Are we addressing all aspects?
* We will revisit the policy with our teams. The stakeholders will have input.
* This policy includes planning and resolution of issues regarding professional practice.
* Topics f and g belong in different assessment policy.
* Ms. McCaughan read policy requirements from online.

Conduct of Meetings

* Closed session includes interviews.
* Reviewed and approved.

Agenda of Meeting

* Requirement for notice of meetings is 24 hours; Mr. Wright’s goal is a week.
* Reviewed and approved.

New Business

* Ms. McCaughan will discuss during Culture and Climate Committee how to let Ms. Perkins know everyone, not just Kindergarten, is thinking of her.