**New Highland Elementary**

**Site Based Decision Making Council Meeting**

**April 27, 2015**

The New Highland Site Based Decision Making Council met on Monday, April 27, 2015 at 2:45 p.m. in the library for a regularly scheduled meeting.

**Members present included:** Daniel Mullins, Jackie Gibbons, J.D. Duncan, Tammy Hall, and Heather Fredricksen

**Members absent:** Christy Jones

1. **Opening Business**
   1. **Recognition of Visitors:** Mary Foster
   2. **Agenda:** Mr. Mullins reviewed the agenda with the council. Tammy Hall made a motion to approve the agenda and Jackie Gibbons seconded.
   3. **Minutes:**  Jackie Gibbons made a motion to approve the March regular meeting minutes and Heather Fredricksen seconded.
   4. **Good News Reports:** Tammy Hall shared that 5th grade MAP scores looked good. J. D. Duncan reported that the 5th grade History Bee went well. There is a good chance New Highland will have a winner at the national level this year. Mr. Mullins told the council that Madison Adler earned the recognition of Young Achiever and her photograph was on display in the lobby.
   5. **Public Comment:** None
2. **Student Achievement**
3. The K-Prep testing window is May 11- 15. Testing schedules are being developed and the staff will receive training at the Wednesday, April 29th faculty meeting.
4. **Planning**
5. The CSIP went to all the committees for review. SBDM will look over the work done by the committees at May’s meeting.
6. **Program Review**
7. The Program Review is due in Ciits by June 1. Special area teachers collect data but an administrator must enter it into Ciits. New Highland’s is due to central office on May 27 so that a district review may be conducted.
8. **Budget Report**
9. The September finance report was reviewed by the council. Tammy Hall made a

motion to accept the report and Jackie Gibbons seconded.

1. Mary Foster informed SBDM about the steps taken by the Budget Committee to balance the 2015-16 budget. New Highland not only lost money due to dropping enrollment but due to the cut from approximately $136 per pupil to $100 per pupil. Jackie Gibbons made a motion to accept the budget and Tammy Hall seconded.
2. Mr. Mullins reviewed both the Title 1 and the Title 2 budgets for the 2015-16 school year with the council.

**VI.** **Committee Reports**

1. The Planning & PD Committee report was reviewed by SBDM.
2. The PBIS Committee report was reviewed by the council.
3. Two Budget Committee reports were reviewed by the council.

**VII.** **Review**

1. There was no new business to review.

**VIII**. **New Business**

1. Tammy Hall made a motion to increase the CAP for second grade classrooms to 25 for the remaining of the 2014-15 school year and Jackie Gibbons seconded.
2. The council reviewed the writing policy submitted by the Curriculum Committee. The council agreed to table both the Writing Policy and Writing Plan for further work and discussion.
3. Missy Sego is the SBDM Teacher Election Chair for the 2015-16 elections. She will be addressing staff at the Wednesday, April 29 faculty meeting.
4. Justin Maddock and Julie Hoagland will run the parent elections for the 2015-16 SBDM. Fliers went home with students last week and elections will be held at Family Fun Night on April 30 at New Highland.
5. The 2015-16 PD plan will be reviewed with the staff on Wednesday, April 29, at the faculty meeting. Mr. Mullins reviewed the PD being offered at New Highland with the council. Teachers are able to attend PD outside of the school for PD credit; however it must be approved by Mr. Mullins. Tammy Hall made a motion to accept the PD Plan for the 2015-16 school year and Jackie Gibbons seconded.
6. The council reviewed the school schedule for the 2015-16 school year. Mr. Mullins took recommendations from the scheduling committee before creating the schedule.
7. SBDM reviewed a map of the use of the school space for the 2015-16 school year.
8. The council was updated on how K-Prep will be assessed this year with the omission of science as a tested area. Mr. Mullins shared scores needed for New Highland to earn either a Distinguished or Proficient.
9. Mr. Mullins asked that the June SBDM meeting be moved from Monday, June 29, 2015 to Monday, June 22, 2015. The council agreed to change the date.

Jackie Gibbons made a motion to adjourn and Heather Fredricksen seconded.

Meeting adjourned at 4:15 p.m.

Minutes respectfully submitted by Mary Foster.