**Woodland Elementary School**

**June 3, 2015/SBDM Minutes**

*Members Present*: Jennifer Sullenbarger, Brandy New, Dawn Tarquinio, Sonja Beardsley, and Tracy Scott. Guests: Ashley Brus, James Foster, LeAnn Yonker, and Natascha Johnson. Recording secretary: Ashley Brus.

**1. Opening Business**

The meeting was called to order at 3:48 p.m.

1. Agenda approval - *Mrs. Tarquinio* proposed to amend the June agenda to add James Foster for public comment so that he could share more information regarding the proposed special area grading scale. In addition, Mrs. Tarquinio proposed amending the policy review by postponing items a-h until the July meeting. A motion was made by *Sonja Beardsley* to approve the June agenda with the proposed changes and was seconded by *Jennifer Sullenbarger*.
2. A motion was made by *Brandy New* to approve the May minutes and was seconded by *Sonja Beardsley*.
3. Good News Report – none
4. Public Comment – James Foster came before the council on behalf of Woodland’s Related Arts team to address council concerns and questions regarding the proposed qualitative grading scale for related arts. He shared the grading rubric from Google Docs and explained that the behavior portion relates to the levels on the PBIS behavior flow chart. He then explained that students will be “graded” daily using the rubric and the area of exceptional relates to distinguished where students are going above and beyond the expectation. The council inquired into how this will align with honor roll qualifications to which Mr. Foster stated that the products and performance areas will determine honor roll. He shared an application called Teacher Kit which would be used to keep track of student data daily regarding the rubric as the qualitative grading scale is not currently supported by Infinite Campus. The council inquired into how this will transfer to Infinite Campus as qualitative data gives a clearer view of student performance, but daily data cannot be seen. Mr. Foster stated that cumulative grades will still be determined for progress reports and report cards. In addition, reports from the application can be printed and discussed with parents throughout the quarter. The council then inquired into how this will integrate with our current A’s and B’s honor roll structure. This topic was tabled for July’s agenda in which a structure will be created to integrate the proposed related arts qualitative grading scale with our current grading scale and honor roll requirements. A motion was made by *Jennifer Sullenbarger* to approve the related arts grading rubric and seconded by *Tracy Scott*. James Foster then shared information regarding a change to the related arts schedule in which every five days, classes will go to a “workshop” in which they will target a specific arts area (ex. drama, dance, health) for a quarter. He stated that this will help us be intentional with our Arts and Humanities instruction for our Program Review.

**2.** **Student Achievement**

1. MAP Data – “Apples to apples” review of 1st grade student data.
2. MAP Effect Size - Mrs. Tarquinio shared the year end effect size data for the 1st graders (math- 1.27 and reading 0.97).

**3. Planning**

1. Monthly Review

**June**

1 – Program Review report due; KDE Title 1 report due

3 – Closing Day & SBDM meeting

8-12 – Eagle’s Island

15 – Leader in Me Grant report due

16 – Brus and Tarquinio to GRREC for World Language training

**July**

10 – PTA Convention (Ft. Knox)

13 – Leadership Retreat (EC3)

21 – Principal Roundtables

28-31 – PD Days

30 – Open house for the 2015-2016 school year

**4. Budget Report**

1. Reviewed the May Schedule of Balances; motion to approve by *Sonja Beardley* and seconded by *Brandy New*.
2. Currently no change to PPA; allocations are $100 per student.
3. Flexible Focus Funds (textbooks) – additional Reading Street materials will be purchased with this money starting with 5th grade.

**5. Reports**

1. PBIS – Mrs. Tarquinio and Mrs. Brus met with Sandy Owen on May 19th to conduct the end of year exit interview for ABRI. Staff attended professional development for PBIS on June 1st. Staff reviewed and revised school-wide behavior guidelines and flowchart, as well as, created PBIS vision for 2015-2016 school year.
2. Accident Report – Council reviewed accident report for May.
3. Program Review – Council received and reviewed finalized copy of 2014-2015 Program Review.
4. FRC – Council received and reviewed FRYSC state report and FRC budget report. Mrs. Tarquinio read a letter to the council from Tiffany Jenkins thanking them for the approved dress code changes and continued support.

**6. Bylaw or Policy Review/Readings/Adoption**

1. Student Assignment Policy – Tabled until the July meeting.
2. School Day and Week Schedule Policy - Tabled until the July meeting.
3. School Space Policy - Tabled until the July meeting.
4. Instructional Practices - Tabled until the July meeting.
5. Curriculum - Tabled until the July meeting.
6. Emergency Plan - Tabled until the July meeting.
7. Program Appraisal - Tabled until the July meeting.
8. Extra Curricular Policies - Tabled until the July meeting.
9. Homework Policy – Staff reviewed and revised our homework plan as it is stated in our school handbook on June 2nd. Council reviewed staff created homework plan to include grade specific plans. Council also reviewed and revised the Woodland Elementary Homework Policy and adjustments were made to the official definition and #5 of the teacher responsibilities. Homework hotline was changed to, “Refer to student handbook for guidelines to completing homework.” A motion was made by *Tracy Scott* to approve the revised homework policy and was seconded by *Sonja Beardsley*.

**7. Old Business**

1. Second Discussion of Related Arts Grading Plan – This item was presented by James Foster during the public comment.

**8. New Business**

1. 2015-2016 Title 1 Learning Compact – Council reviewed current compact and determined that it should be re-written to integrate Leader in Me language. 1st reading of the newly written compact will take place at the July meeting and the 2nd reading and approval will take place at the August meeting. Compact will go home with students in August pending approval from the council.
2. 2015-2016 Title 1 Parent Involvement Policy – Council reviewed current parent involvement policy and suggested adding information regarding the scheduled monthly family nights, August math night, September reading night and parent lighthouse opportunities. A motion was made by *Jennifer Sullenbarger* to approve the 2015-2016 Title 1 Parent Involvement Policy with recommended changes and was seconded by Brandy New.
3. Advice to New Council – Council discussed importance of keeping an SBDM binder; July 8th at 4 p.m. will be the 1st meeting of the 2015-2016 school year and at this time monthly meeting dates and times will be determined.
4. Possible Staff Vacancies – 3 classroom teacher positions available at this time; exploring grade level groupings based on student enrollment and staff allocations.

**9. Upcoming Deadlines/Next Meeting Date and Preliminary Agenda**

1. Upcoming Deadlines – June 15th LIM Survey due
2. Next Meeting Date – July 8th at 4 p.m.

A motion was made by *Sonja Beardsley* to adjourn the meeting and seconded by *Brandy New*. Meeting adjourned at 5:46 p.m.