

**SBDM Meeting
Lincoln Elementary School
SBDM Meeting Minutes
July 29, 2015**

Members Present: Mr. Duty, Mrs. Marimon, Mr. Sparks, Mrs. Clayton, Mrs. Berringer, and Mrs. Stuempel

Guests: Mrs. Dragan, Mr. Wolf, and Ms. Levy

Opening Business:

Agenda Approval:

Mr. Duty requested that all SBDM council members cross out item *E. Freedom of Speech and Religious Freedom Laws* on the tentative agenda for today's meeting. This will be tabled for an upcoming meeting. Mrs. Stuempel made a motion to accept the agenda for today's meeting, and Mrs. Marimon seconded the motion.

Minutes:

Mrs. Clayton motioned to accept the June council minutes. Mr. Sparks seconded the motion.

Good News Report:

The following items were shared at this meeting:

- Student agenda books for grades 2-6 should be arriving the first week of August.
- Reading One-to-One update training will occur on 8/21 @ 9:30 – 11:30 am.
- Summer Learning was a huge success this year with our students participating in such sessions as *Me and My School*, Jumpstart, Chess Club, Science Club, 21st Century, etc.
- The newly adopted reading program, "Wonders" by McGraw Hill, for grades 4-6 has arrived, and PD occurred in June. Follow-up tech support will take place with Brent Porter on Wednesday, August 26th.
- IPADS and Surface Pros have arrived and are being inventoried for future use for students and teachers.

Public Comment:

Mrs. Marimon suggested that we communicate better to parents about the summer learning bags/experiences to help remind parents that these were provided to all students at the end of the school year to help them continue learning throughout the summer. Some correspondence will occur this week in order to remind parents and students about these.

Planning:

- A. Committee Updates and CSIP – Mr. Duty reviewed the six goals of our current Comprehensive School Improvement Plan (CSIP) and discussed the continued process of CSIP development and implementation. Mr. Duty also discussed the utilization of SBDM committees for the upcoming school year.
- B. Assessment and Incentive Calendars for 2015 – 2016 – Mr. Duty explained the various assessments that occur here at LES and when they will occur during this school year. The Academic and Incentive Calendar for 2015 – 2016 was also shared with SBDM members.

Budget Report:

- 1. Budget Update – Current Balance -- \$45,500

Mr. Duty reviewed the SBDM budget for the 2015-2016 school year and shared the encumbrances for the 2015 – 2016 school year.

SBDM Committee approved the following approved expenses:

- ✓ 5% of the budget (**\$2,275**) for the year will be given to the library to purchase books for students
- ✓ AIMSweb Renewal for 450 students at a cost of **\$2,700**
- ✓ Copy Paper: 120 Cases at a cost of **\$3,121.80**
- ✓ 50% Copier Rental + Copier Supplies at a cost of **\$7,672**
- ✓ Postal Rental, Postage + Supplies at a cost of **\$1,548**
- ✓ Teacher Money for classroom resources: Grades K-6, Special Area, Special Edu @ \$75 per each full time teacher totaling **\$2,775**
- ✓ Laminate – 2 sets of cold laminate at the cost of \$559.90 + shipping
- ✓ Rolls of colored butcher paper at the cost of - currently cost is unknown

Total expenses for these above items – approximate \$17,876.70

Mrs. Berringer made a motion to approve the above noted expenses. Mrs. Clayton seconded this motion.

New Business:

- A. What Councils Do and Do Not Do – Mr. Duty provided members with this important handout from KASC.
- B. Meeting Schedule – August through January meeting dates (August 26, September 23, October 28, November 18, December 16, and January 27) – Mrs. Stuempel made a motion to approve this schedule. Mrs. Marimon seconded this motion.
- C. Managing Public Records Signature Form – Mr. Duty will be emailing this document to members for them to read and sign.
- D. Policies and By-Laws – Explanation of these terms were provided to council members -- Quorum, Consensus Rules, Co-Chair Nomination – A motion was made by Mr. Sparks for Amanda Berringer to be the co-chair for this upcoming school year. Mrs. Clayton seconded this motion.
- ~~E. Freedom of Speech and Religious Freedom Laws~~
- F. Assessing Student Achievement – K-Prep MAP, AIMSweb, Student Profile Sheets, etc.
- G. Student Achievement Reports - Reports will be shared at SBDM council members on an on-going basis throughout the school year. At today's meeting the 2014-2015 yearly MAP data report was shared and discussed with council members.
- H. LES Open House – August 10 @ 5:20 – 7 pm
- I. Born Learning Academy Meet and Greet – August 19th @ 6-6:45 pm
- J. Preschool Open House – August 20 @ 6-7pm

On-going Learning:

- A. Extended School Services – after school tutoring opportunities will take place during the upcoming school year for students in grade 3 – 6.

The following requisitions were approved: Mumkins (September) and Candy Bars (January)
A motion was made by Mrs. Marimon to approve these requisitions and seconded by Mrs. Stuempel.

A motion to adjourn this meeting was made by Mrs. Clayton and seconded by Mrs. Berringer.

The date of the August SBDM meeting will be held in the Lincoln Media Center on August 26th at 4 pm.

Submitted by: Heather Dragan