**Meadow View Elementary**

**SBDM Minutes**

**July 29, 2015**

1. **Opening Business:** Mrs. Hurt called the meeting to order at 4.00 pm. Members present were Mrs. Brown, Mrs. Stewart, Mrs. Turner and Mrs. Hager.

 **a. Agenda Approval:**

Mrs. Stewart made a motion to approve the agenda.

 Mrs. Hager seconded the motion.

 Consensus

 **b. May 2015 Minutes Approval:**

Mrs. Stewart made a motion to approve minutes.

 Mrs. Hager seconded the motion.

 Consensus

 **c. Good News Report:** Open House will be on July 30th. Our Open House theme will be “Hollywood”. There will be varies vendors present, gift baskets and popcorn give-a-ways. We will have adults with classroom lists to communicate with the parents.

 **d.** **Public Comments:** None at this time.

 2. **Student Achievement:**

Mrs. Brown made Policy Binders for all SBDM members and also one to be displayed in the conference room. Mrs. Hurt suggested all SBDM members read the policies to get familiar with them.

 3. **Budget Report:** Agendas and take Home Folders (which are not required items) for 2015/16 School year will be paid from the school’s Activity Account (Picture funds- transferred to the General Activity Fund).

 4**. Committee Report:**

 **a. Current Policies:** Mrs. Hurt will send Mrs. Brown the policy on Committees.

 **b**. **Committee Reporting Schedule:** Mrs. Brown will make a schedule of when the SBDM committees will report to the MVE SBDM Council.

Mrs. Stewart made a motion to have the policy changed of meeting in the library to meeting in the Conference Room.

 Mrs. Hager seconded the motion.

 Consensus

c. We will have the second reading of the Program Review Policy at our next meeting.

 5. **Bylaw /Policy Review**

 **a.** **Review Bylaws/Polices:** The Council reviewed Policy D-6/Parent Involvement.

**b. Emergency Management Plan:** Mrs. Stewart made a motion to approve the updated Emergency Management Plan.

 Mrs. Hager seconded.

Consensus

 6**. Old Business: None**

 7**. New Business:**

 **a.** **Certified/ Classified Position:** Meadow View has the following OPEN positions: Assistant Principal, 1st Grade Teacher, 2nd Grade Teacher, and 2 part time Instructional Assistants. Mrs. Morgan will be making schedules for Instructional Assistants. Mrs. Shaw will be the long term substitute for Mrs. Alcorn while she’s on maternity leave.

 **b . Email Notices Form (sign):** Present SBDM members signed the Email Notices Form.

 **c.** **Freedom of Speech and Religious Freedom Laws:** Mrs. Hurt shared these Laws with SBDM members. They will be placed in Meadow View’s SBDM binder.

 **d.** **Managing Pubic Records Form (Sign):** SBDM members read, filled out, and signed this form. Forms were given to Mrs. Spencer.

 **e.** **The Council Set the Schedule for Year 2015/16 SBDM Meetings:**

August 26, 2015

 September 30, 2015

 October 28, 2015

 November 18, 2015

 December No Meeting

 January 27, 2016

 February 24, 2016

 March 30, 2016

 April 27, 2016

 May 18, 2016

 **No June Meeting**

Mrs. Stewart made a motion for no meetings to be held in December 2015 and June of 2016.

Mrs. Hager seconded.

Consensus

 8. **Upcoming Deadlines:** New Parents need to complete SBDM council training. Mrs. Spencer needs to send a copy of all certificates to Central Office ASAP. Mrs. Hurt shared that the deadline to complete training for new members is July 30, 2015, and for experience members October 28, 2016.

 Mrs. Hurt shared that the KASC conference is September 22 & 23. Mrs. Brown said she would like to go for at least one day.

 9. **Adjournment:** Mrs. Stewart made a motion to adjourn.

Mrs. Hager seconded.

 Consensus

 The meeting was adjourned at 5:00 pm.