**New Highland Elementary**

**Site Based Decision Making Council Meeting**

**September 21, 2015**

The New Highland Site Based Decision Making Council met on Monday, September 22, 2015 at 5:00 p.m. in the library for a regularly scheduled meeting.

**Members present included:** Tammy Hall, Christy Jones, Jackie Gibbons, Justin Maddock, and Betty Underwood

**Members absent included**: Daniel Mullins

1. **Opening Business**
   1. **Recognition of visitors:** Sarah Reed, University of Western Student
   2. **Agenda:** Jackie Gibbons reviewed the agenda with the council. Betty Underwood made a motion to amend the agenda to include discussion on changing SBDM meeting times and Tammy Hall seconded. Christy Jones made a motion to approve the agenda and Justin Maddock seconded.
   3. **Minutes:**  Tammy Hall made a motion to approve the August regular meeting minutes and Christie Jones seconded. Justin Maddock made a motion to approve the August 21st special called meeting minutes and Christy Jones seconded. Tammy Hall made a motion to approve the August 27th special called meeting minutes and Betty Underwood seconded. Christy Jones made a motion to approve the September 3rd special called meeting minutes and Betty Underwood seconded. Tammy Hall made a motion to approve the September 15th special called meeting minutes and Betty Underwood seconded.
   4. **Good News Reports –** Jackie Gibbons reported fall Map testing was completed. Tammy Hall shared the “Begin with the End in Mind” dance held on Friday, September 18th for 3rd-5th graders was a success.
   5. **Public Comment:** None
2. **Student Achievement**

The council reviewed fall Map scores for all grade levels. It was noted that the majority of grade levels scored above the national average.

1. **Planning**

There was no new business involving planning.

1. **Program Review**

There was no new business involving the Program Review.

**V.** **Budget Report**

1. The July finance report was reviewed by the council. Tammy Hall made a motion to accept the report and Justin Maddock seconded.

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

Ms. Gibbons shared that committee meetings have begun and each committee has been reminded that per NHES policy 24 hour notice should be given before each committee meeting.

**VII. Review**

No review at this time.

**VIII. Old Business**

No old business at this time.

**IX.** **New Business**

1. Ms. Gibbons shared with the council that third grade teachers had agreed to increase the cap sizes of their classrooms by one, bringing the cap to 25 students in each class for the 2015-16 school year. Christy Jones made a motion to increase 3rd grade cap size to 25 and Tammy Hall seconded.
2. Betty Underwood asked the council to consider moving SBDM meeting times to 3:00 instead of 5:00. The 5:00 meeting time had been set to accommodate parents’ work schedules. Since no parents had attended the last two regular scheduled meetings the entire council agreed to move the meeting times to 3:00. Tammy Hall made a motion to move NHES SBDM regular scheduled meetings to 3:00 and Betty Underwood seconded.
3. Betty Underwood asked if PTO was planning a Fall Festival for students. It was noted a Fall Festival was being planned by PTO along with several other activities.

Justin Maddock made a motion to adjourn and Christy Jones seconded.

Meeting adjourned at 5:15 p.m.

Minutes respectfully submitted by Mary Foster