

**SBDM Meeting
Lincoln Elementary School
SBDM Meeting Minutes
February 17, 2016**

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

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

Opening Business:

Agenda Approval:

Mrs. Berringer made a motion to accept the agenda for today's meeting, and Mrs. Marimon seconded the motion.

Minutes:

Mrs. Marimon motioned to accept the January council minutes. Mrs. Clayton seconded the motion.

Good News Report:

The following Good News items were shared at this meeting:

- Twenty-one students have earned their Math Facts Master t-shirt.
- A total of 219 students reached their AR goal for the 2nd quarter.
- LES students have currently read 11,332 AR books.
- Students of the Month for December and January will enjoy pizza at Buona Vita on 2/19.
- Stars of the Month for December and January will enjoy pancakes from McDonald's on 2/26.
- The LES Spelling Bee Champion qualified for the Regional Competition in March.
- Family Literacy Night is scheduled for 3/3 @6-7:30 pm.
- 4-H Speeches for grades 4-6 will occur on 3/21 @ 8:30 – 10:00 am.
- LES Career Day is scheduled for 3/30 @ 8:30 – 10:00 am.
- Extracurricular Activities Update – wrestling, basketball, chess, robotics, drama, academic team, etc.
- Approximately 38 students will travel to *Barnes and Nobles* to spend \$15 each on books due to academic excellence and good work ethic.
- 5th grade Camp Joy Field Trip to occur on 2/24-26.

Public Comment: NONE

Planning:

- A. Committee Updates – no reports
- B. Needs Assessment – Mr. Duty shared a Needs Assessment document that Mr. Brewer will share at this evening's combined SBDM and Board Member Budget meeting.

Budget Report:

1. Budget Update – Current Balance -- **\$4,947.40**
 - All requisitions are due by May 10th.
 - Discussion was held regarding the purchasing of 58 licenses of the online reading intervention *Reading Plus*. The total cost of these year-long licenses is approximately \$3,400. A motion was made by Mrs. Berringer to pay for half of the cost of the *Reading Plus* intervention program for \$1,700. This motion was seconded by Mr. Sparks.
 - Members discussed the need to purchase more laminate for teachers. The cost of each set of cold laminate is approximately \$295. A motion was made by Mrs. Berringer to purchase two more sets of cold laminate at the estimated cost of \$590. This motion was seconded by Mrs. Stuempel.

New Business:

- A. Program Review Updates – We have a fine arts assembly being held for primary and intermediate grades on Monday, March 7th. Another program review submission is set for 2.24.16.
- B. K-Prep Blueprint for 2016 - A K-Prep document was shared with the SBDM members outlining the number of items and testing times for grades 3 – 6.
- C. Scrimmage Testing Update – The third round of practice K-Prep scrimmage testing is scheduled for 3/21 – 25 with test reflection with students on 3/28-4/1. The SBDM teacher members explained how *GradeCam* works and how it provides students immediate feedback.
- D. Learning Resources Update – headphones, document cameras, calculators, Renaissance Learning, etc. We are working on a needs assessment for these items and will possibly use student activity funds to purchase any additional needed items on this list.
- E. Mid-Year Meetings and Evaluation Timelines – Mr. Duty explained the TPGES process and shared upcoming deadlines– teacher observations, Student Growth Goal work, etc.
- F. Parent Teacher Conferences – These conferences will be held on March 17th. Every LES student's family is invited to attend this conference night.

G. Policy Review – Consultation Policy and Instructional and Non-instructional Staff Time Assignment Policy – Mr. Duty reviewed the *Consultation Policy* with the council members. Discussion and questions were addressed regarding this policy. Revisions and additions were made for this policy with Mrs. Clayton making a motion to approve the first reading of the *Consultation Policy* and Mrs. Stuempel seconding the motion. The *Instructional and Non-instructional Staff Time Assignment Policy* was reviewed and discussed. A motion was made to reapprove this policy by Mrs. Berringer and was seconded by Mrs. Marimon.

On-going Learning:

1. Reading and Math RTI – 2/28-4/30
2. Spring MAP Testing – 4/12-28
3. AIMSweb Benchmarking #3 – 4/11-29

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

The date of the next SBDM meeting will be held in the Lincoln Parent Room on Wednesday, March 23rd at 4:00 pm.

Submitted by: Heather Dragan