**Woodland Elementary School**

**January 7, 2016/SBDM Minutes**

*Members Present*: Jennifer Ford, Dawn Tarquinio, LeeAnn Yonker, Penny Ellis, Natascha Johnson, Donna Slatton and Sonja Beardsley. *Guests*: Ashley Brus. *Recording secretary*: Ashley Brus. *Members Absent*: Michelle Tobias.

**1. Opening Business**

The meeting was called to order at 4:51 p.m.

1. Agenda approval - A motion was made by *Jenn Ford* to approve the January agenda and was seconded by *Sonja Beardsley*.
2. A motion was made by *Jenn Ford* to approve the December minutes and was seconded by *Penny Ellis*.
3. Good News Report – Mrs. Beardsley is feeling better. We have had a successful start back to school after the winter break. Winter MAP testing has resumed and is going well. Ms. Ford has had 100% attendance since we returned to school.
4. Public Comment – None

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

1. Assessing Student Achievement – Mrs. Tarquinio shared the current MAP assessment data that she is working on using the KASC spreadsheets which includes student percentile growth. The spreadsheets have a few discrepancies (new students can’t be added alphabetically and they don’t have a fall score which alters the overall data).
2. Student Achievement Report – The finished KASC data spreadsheets will be shared with the staff and the council when all students have completed their winter MAP tests. Mrs. Tarquinio will also work on effect size data to share.

**3. Planning**

1. Monthly Review

i) **December**- 4th- Nutcracker performance by Allegro, 7th-11th- PTA Winter Wonderland, 11th- BETA Service Day,

15th- KPREPPER, 16th- Holiday Dinner, 18th- Dress Your Best Day (free), Report Cards go home, WWoF Breakfast, 21st-January 1st- Winter Break

ii) **January** **-** 5th- KPREPPER, 6th- SBDM Meeting (4:45), 13th- Always Changing with 5th graders, 18th- No School,

21st- PGES Training with Rita Muratella, HCS Board Meeting, 26th- KPREPPER, PBIS Meeting (2:30), 28th- KSI Checks during PLC’s, FRC Family Event, 29th- $1 Dress Your Best Day and WWoF Breakfast

iii) **February**- 1st- Student Led Conferences (PLD), 11th- Instructional Rounds during planning periods, 16th-

KPREPPER, 17th- LIM Coaching Day, 18th- HCS Board Meeting

**4. Budget Report**

1. December Schedule of Balances- Council reviewed the December Schedule of Balances and there were no questions. A motion to approve was made by *LeeAnn Yonker* and seconded by *Penny Ellis*.

**5. Standing/Program Review/Ad Hoc Committee Reports**

1. Committee Reports- Two weeks from today, committees will meet.

i) Program Review Committee- Committee needs to work on process needed for 2015-2016 completion, as well as, discuss program review progress to take to the district program review meeting that will take place on February 1st at Central Office.

ii) Curriculum, Instruction, and Assessment- Nothing new to report at this time.

iii) Planning, Professional Development and Budget- Survey was given to the staff to determine PD needs. Staff requested the following topics: PBIS, writing, technology integration, curriculum/planning and refreshers. Results will be shared with the PD committee and a tentative PD schedule will be sent to CO on February 1st. Tentative PD plan will be approved by the council on February 3rd and sent to CO. PD committee needs to work on PD topic structure (days and amount of time to schedule for each topic).

iv) Culture, Wellness and Resources- Nothing new to report at this time.

1. FRC Report- No report today (January 28th- Family Jeopardy Night from 5:30-7, February 25th- Family Wellness Event from 4-7).
2. Accident Report- December Accident Report was reviewed by the council.

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

1. Consensus and Voting Rules – Mrs. Tarquinio shared the review of consensus bylaw handout with the council. Through council discussion, there was question of the term “decision” and a suggestion to change the word “decision” to “policy.” Mrs. Tarquinio will look into the meaning of the term “decision” and the review of consensus bylaw will be moved to Old Business on next month’s agenda.
2. Appeals Process- The council reviewed and discussed the district policy for appealing council decisions. A motion was made by *Penny Ellis* to adopt the district policy for appealing council decisions and was seconded by *LeeAnn Yonker*. All members of the council were in agreement to adopt the district policy for appealing council decisions. Michelle Tobias, absent council member, did not vote.

**7. Old Business**

1. Member Training- Michelle Tobias has completed her training and her certificate of completion has been received. Donna Slatton is still working to complete her training online.

**8. New Business**

1. Council Election Procedures- The council discussed the process for electing teacher, parent, minority and vacant spots within the council. The council discussed ways to get more involvement in the elections. A suggestion was made to provide parents election information during programs and events and teachers “did you know opportunities.” During discussion, it was noted that classified staff can be a member of the council, but they cannot participate in the voting processes of council decisions.

**9. Ongoing Learning**

1. New Resources on the Member’s Only section of the KASC website- Mrs. Tarquinio shared this resource with the council.

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

1. Upcoming Deadlines

i) January 4th- Updated improvement plans in ASSIST- COMPLETE

- Next month a printed copy from ASSIST will be provided to the council for approval.

1. February Preliminary Agenda

i) Legislative Needs for School Funding

ii) Council Election Procedures- Strike council elections from February’s agenda.

A motion was made by *Sonja Beardsley* to adjourn the meeting and seconded by *Penny Ellis*. Meeting adjourned at 6:24 p.m.