**New Highland Elementary**

**Site Based Decision Making Council Meeting**

**March 21, 2016**

The New Highland Site Based Decision Making Council met on Monday, March 21, 2016 at 3:00 p.m. in room 28 for a regularly scheduled meeting.

**Members present included:** Daniel Mullins,Tammy Hall, Jackie Gibbons, Justin Maddock, and Betty Underwood

**Members absent**: Heather Fredricksen

1. **Opening Business**
	1. **Recognition of visitors:** Sara Maraz
	2. **Agenda:** Mr. Mullins reviewed the agenda with the council. Justin Maddock made a motion to approve the agenda and Jackie Gibbons seconded.
	3. **Minutes:**  Betty Underwood made a motion to approve the February regular meeting minutes and Justin Maddock seconded.
	4. **Good News Reports-** Braydon Scott took 2nd place in Language Arts at the Regional Academic Team meet.
	5. **Public Comment:** None
2. **Student Achievement**

There was no new business involving student achievement.

1. **Planning**
2. The council discussed additional items to be added to the Section 7 request. Justin Maddock made a motion to approve Section 7 requests and Tammy Hall seconded.
3. Mrs. Mraz reviewed textbook allocations with SBDM. The following were suggested purchases: Handwriting without Tears/Cursive Handwriting – 1 teacher’s guide and one student book per teacher, Comprehension Tool Kits -1 per teacher, Snap Words – 2 sets, and Mountain Math and Mountain Language- per teacher request. Jackie Gibbons made a motion to accept the text book purchasing plan and Tammy Hall seconded.
4. **Program Review**

 There was no new business involving the Program Review.

1. **Budget Report**

The February finance report was reviewed by the council. Betty Underwood made a motion to accept the report and Tammy Hall seconded.

1. **Committee Reports**
2. The council reviewed the Planning and PD Committee minutes.
3. SBDM reviewed the minutes from the Scheduling Committee meetings on March 3, and March 14, 2016. The committee submitted four drafts, recommending draft 4 be adopted for the 2016-17 school year. Mr. Mullins advised he would take into consideration the committee’s recommendation but would be making the final decision based on student need.
4. The council was updated by the Curriculum and Instruction Committee on the Writing Policy. After some discussion the Writing Policy was sent back to the committee for further review.
5. Mr. Mullins reviewed the Culture and Resources Committee minutes with the council.
6. The Budget Committee minutes were reviewed by SBDM.

**VII. Review**

 No review at this time.

**VIII. Old Business**

 No old business at this time.

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

1. Justin Maddock reviewed the PD Plan for the 2016-17 school year with the council. Jackie Gibbons made a motion to accept the PD Plan for the 2016-17 school year and Tammy Hall seconded.
2. Mr. Mullins informed the council that it was time to begin the election process for the seats on SBDM for the upcoming school year. There are two seats up for re-election. A staff member who does not plan on running for SBDM must be appointed chair by the April meeting and elections must take place before the end of the school year.
3. Mr. Mullins requested that the June SBDM meeting be canceled and all business scheduled for that meeting be taken care of in the special called meetings that will be held during that time frame. Mr. Mullins foresees the need for special called meetings as New Highland will have at least two positons to hire due to retiring teachers.

Tammy Hall made a motion to adjourn and Justin Maddock seconded.

Meeting adjourned at 3:53 p.m.

Minutes respectfully submitted by Mary Foster