**Woodland Elementary School**

**May 4, 2016/SBDM Minutes**

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

**1. Opening Business**

The meeting was called to order at 4:45 p.m.

1. Agenda approval - A motion was made by *Jenn Ford* to approve the May agenda and was seconded by *Penny Ellis*.
2. A motion was made by *Michelle Tobias* to approve the April Regular Meeting minutes and was seconded by *Jenn Ford*.
3. A motion was made by *Jenn Ford* to approve the April 27, Special Called Meeting minutes and was seconded by *Penny Ellis*.
4. Good News Report – Mrs. Monteiro dropped in and thanked the staff. The staff feels well appreciated by the PTA. Woodland was in the paper for hosting Senator Parrett and other legislators. Senator Parrett expressed that he is impressed with our school. The Lion King Kids performance was a huge success. Our kids did great at the PAC and were asked to perform during the monthly board meeting as well. Additionally, through the efforts of our music teacher, Mr. Foster, we have also received the rights to perform Aladdin next school year.
5. Public Comment – Our public comment will be presented during agenda item 8a.

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

i) MAP almost complete!- There is a small group of intermediate students that we want to finish first before moving on the primary make-ups. MAP data will be shared with the council during the June meeting.

**3. Planning**

1. Monthly Review

i) **April** – 1st – 3rd Quarter Awards Ceremony, 4th – 8th – Spring Break, 13th – SBDM, 14th – Instructional Rounds,

15th – Beta Service Day Flip Flop Day Donate a pair of shoes or socks, 19th – WWOF Piece due, 20th – PTA General Membership Meeting, 21st – The Lion King Performance at The PAC 12:00, 26th – KPREPPER, 26th KPREP Family Info Night 5:30-6:30, 29th – WWoF Breakfast, 29th – Free dress your best day, 30th – PTA Yard Sale

ii) **May** – 2nd-6th – KPREP Spirit Week, 6th – KPREP Assembly 1:00, 9th-13th – KPREP Window, 17th – No school due to primary election, 16-20th – KPREP Makeups, 19th- Talent Show (1 p.m.), 20th- Site Base Elections, BETA Service Day (beach day) and Spring Fling, 23rd- 3rd grade field trip to Lincoln’s Birthplace & 5th grade to NMS, 24th – Field Day (rain date 26th), 25th – Field Trip to U of L (5th), 27th – Last Day for students, 31st – Closing Day for staff

iii) **June** – 3rd- 7 Habits Bash, 6th-10th- Eagle Camp, 8th- Frankline Covey Meeting (12-1 p.m.)

**4. Budget Report**

1. April Schedule of Balances- A motion was made by *Donna Slatton* to approve the April schedule of balances and was seconded by *Sonja Beardsley*.
2. Staffing and Budget Allocations- Mrs. Tarquinio presented the proposed per pupil allocations budget with the council and provided a handout.

i) Council discussed concern for money being used for software support programs when they are not being used.

ii) Council discussed the idea of buying 30 sets of heavy duty headphones for the computer lab instead of individual ear bus for each student.

iii) Council discussed taking approximately $950 from software support for a contingency fund.

iv) The proposed per pupil allocations budget will be brought back to the June meeting to include funding for clubs.

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

1. Committee Reports

i) Committees will meet next week and report to the council at the June meeting.

1. April Accident Report- April Accident Report was reviewed by the council.
2. Program Reviews- Due in Assist June 1st; committee will look at policy next week and then will work on wrapping up rationales.

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

1. Program Review Policy- 2nd reading will be tabled to the June meeting.
2. Wellness Policy- 2nd reading will be tabled to the June meeting.

**7. Old Business**

1. Closed meetings by-law- Council reviewed the by-law for closed meetings.

**8. New Business**

1. Title 1 DAC- Jessica Casey, our Title 1 parent representative, presented to the council ideas she learned about during the Spring DAC meeting.

i) Watchdog Program- Ms. Casey will head and Mrs. Tarquinio will provide her the kit.

ii) Museum/Science Fair Night

iii) Count book for summer practice- Teachers keep their left over pages throughout the year and we can make books from them at the end of the year to send home with kids.

iv) Summer Reading Program- Purchase books for kids to take home with Title 1 money.

v) Pastries for Parents- FRC and PTA support to facilitate conferencing of writing portfolios between parents and students; possibly on a KPREPPER day.

vi) Book Character Day and Night- In conjunction with BETA service day or Read Across America (1st week of March).

vii) Math vocabulary day on Pie (3.14) day which will be on a Tuesday next year.

viii) Student of the Month Celebration

IX) KPREP Info for Parents- Send home a parent notice with testing information and tips; make a video with students to post on our website.

X) Papa George- Hot dog vendor that provides hot dogs for school events; proceeds go to the school; Mrs. Yonker will contact for future use.

1. Title 1 Learning Compact 2016-2017- Council conducted the 2nd reading of the proposed Title 1 Learning Compact for the 2016-2017 school year. A motion to approve the 2016-2017 Title 1 Learning Compact was made by LeeAnn Yonker and seconded by Jenn Ford. All council members agreed with the approval and stated, “I.”
2. Title 1 Parent Involvement Policy 2016-2017- The proposed Title 1 Parent Involvement Policy for the 2016-2017 school year will be shared with committees next week for revision and will be discussed at the June meeting for approval.
3. Council Election- At this time we have one parent, Ms. Jessica Casey, interested in running for the school council as a parent representative. The parent elections will be held on May 20th and the staff elections will be held on May 11th.
4. Council Training- 3 hours are required for experienced member and 6 hours for new members. Council please make sure to go to the trainings that are offered as this year we had to pay $200.
5. Council Transition- The June meeting will be the council transition meeting where outgoing members and new members will attend.
6. Background Check for Parent Members- All parent members need to have a background check on file at CO.

**9. Ongoing Learning**

1. Open eBooks- A free app where you can access books. 10 titles can be checked out at a time. Educators can register to obtain codes for their students that can go home in report cards for summer reading.
2. Best Practice Advice for Elementary School Structuring- Opportunity for more staff to take on a leadership role within the school and become a decision maker.

i) School team (1st year use SBDM council)

ii) Teachers will review the questionnaire and work with Mrs. Tarquinio to complete on or before May 18th.

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

1. Upcoming deadlines

i) May 15th- Combining Budget and Individual Activity Account Budget worksheets due

ii) June 1st- Program Review due in ASSIST

iii) June 1st- Part 2 of Title 1 Report due in ASSIST

A motion was made by *Penny Ellis* to adjourn the meeting and seconded by *Sonja Beardsley*. Meeting adjourned at 6:43 p.m.