**New Highland Elementary**

**Site Based Decision Making Council Meeting**

**August 22, 2016**

The New Highland Site Based Decision Making Council met on Monday, August 22, 2016 at 4:00 p.m. in the library for a regularly scheduled meeting.

**Members present included:** Daniel Mullins,Julie Hoagland, Emma Blauser, Betty Underwood, and Jackie Gibbons

1. **Opening Business**
   1. **Recognition of visitors:** No visitors
   2. **Agenda:** Mr. Mullins reviewed the agenda with the council. Jackie Gibbons added review of the Instructional and Non-Instructional Time Policy and Emma Blauser added the review of the Student Assignment Policy and the Wellness Policy to the agenda. Betty Underwood made a motion to accept the amended agenda and Julie Hoagland seconded.
   3. **Minutes:**  Emma Blauser made a motion to approve the July regular meeting minutes and Betty Underwood seconded.

Jackie Gibbons made a motion to approve the August 2 special called meeting minutes and Emma Blauser seconded.

* 1. **Good News Reports-** PTO held its first meeting of the school year on Thursday, August 18. Many new parents attended the meeting and we have a number of new parents on the board. Mrs. Gibbons asked that PTO be mindful of school board meetings so that New Highland school functions did not interfere with parents’ attendance at these meetings.
  2. **Public Comment:** None

1. **Student Achievement**

There was no new business involving student achievement.

1. **Planning**
2. Monthly Review- Kindercamp was a success. There were 54 total kindergarteners who participated. Each classroom hosted approximately 12 students. Mrs. Bauser shared that the children seemed much more comfortable on the first day of school and there were less tears. SBDM discussed ways to enhance the Kindercamp experience next year, one of which was a Boo Hoo breakfast for the parents of Kindergarteners on the first day.
3. Lexia- Mr. Mullins shared with the council that New Highland had received a free trial subscription to Lexia, a computer based reading program that will service 1st thorough 5th graders, for a semester. After the free trial period is over, NH will have the option to purchase the program. We are currently preparing the technology in the school to support the program.
4. **Budget Report**
5. The July finance report was reviewed by the council. Jackie Gibbons made a motion to accept the report and Emma Blauser seconded.
6. Mr. Mullins informed the council that New Highland will be receiving KETS money for the first time in three years. This money will be spent on a list of technology updates that will be provided by central office.
7. Mr. Mullins asked that SBDM review the PPA. Because of unforeseen expenses, the budget to run the school is extremely low. The council decided to lower the library’s allocation of funds by $700, each special area teacher’s allocation by $250, and the office’s allocation by $500. Julie Hoagland made a motion to approve the amended PPA budget and Emma Blauser seconded.
8. **Committee Reports**

There were no committee reports to review.

**VII. Review**

There was no review at this time.

**VIII. Old Business**

No old business at this time.

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

1. Mr. Mullins reminded the council about SBDM training and fingerprinting.
2. Jackie Gibbons reviewed the Instructional and Non-Instructional Time Policy. Questions have been asked about nights currently on the calendar that teachers are required to be at New Highland for family nights. There were concerns for individuals who have previous commitments on those evenings. Mr. Mullins stated that anyone having a conflict on any of these nights should see him.

Emma Blauser reviewed the Student Assignment Policy with the council. There are some concerns by the staff that the feeder cards currently being used to place students in classrooms should provide more information on students’ behavior. The council suggested adding both a behavior and a work habits scale to the feeder card. Mrs. Blauser also asked about students being moved into different classes once teachers had decided on class lists. Mr. Mullins shared that students can be moved by administration for various reasons.

Mrs. Blauser reviewed the Wellness Policy. There are some staff concerns about not withholding wellness time as a consequence. Mr. Mullins shared that we cannot withhold this time because it is part of instructional. Mr. Mullins restated that students will not be walking during wellness as a punishment. Teachers and staff can think of additional ways that children can move during wellness if they have not earned free play. Mr. Gibbons expressed concern that currently NH is not in compliance with the current Wellness Policy and that it must be reviewed and changed in order to be in compliance. Mr. Mullins agreed and stated that the policy would be revised this school year.

Emma Blauser made a motion to adjourn and Julie Hoagland seconded.

Meeting adjourned at 5:40 p.m.

Minutes respectfully submitted by Mary Foster