**New Highland Elementary**

**Site Based Decision Making Council Meeting**

**March 27, 2017**

The New Highland Site Based Decision Making Council met on Monday, March 27, 2017 at 4:00 p.m. in the library for a regularly scheduled meeting.

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

1. **Opening Business**
	1. **Recognition of visitors:** Chalis Packer, Lynne Dewey, and Jennifer Lewis
	2. **Agenda:** Mr. Mullins reviewed the agenda with the council. Michael York made a motion to accept the agenda and Julie Hoagland seconded.
	3. **Minutes:** Julie Hoagland made a motion to approve the February regular meeting minutes and Emma Blauser seconded. Michael York made a motion to approve the March 6 special called meeting minutes and Emma Blauser seconded. Betty Underwood made a motion to approve the March 10 special called meeting minutes and Julie Hoagland seconded.
	4. **Good News Reports-**
* Mrs. Packer shared the success of a school wide awards assembly on Friday, March 24. The students and teachers seemed to enjoy the “silly” awards and activities. She also shared New Highland’s Miss Manners met on Saturday and participated in activities to generate ideas on how to move toward achieving career goals.
* Mr. Mullins reported that the 5th grade girls went to Stone Hearth for a luncheon. The goal was to dress up and display appropriate manners. Stone Heath reported they did an excellent job and represented New Highland well.
* Jennifer Lewis told the council that the Migrant Audit was outstanding.

She gave special acknowledgement to Mrs. Packer and Ms.Pitvorec for making it a success.

* MAP testing is underway. Teachers are sharing that their students are doing very well.
1. **Student Achievement Planning**
2. The council reviewed the Assessment and Accountability Update. Mr. Mullins informed the council of New Highlands targeted score for the 2016-17 school year.
3. **Budget Report**
4. The February finance report was reviewed by the council. Betty Underwood made a motion to accept the report and Jackie Gibbons seconded.
5. **Committee Reports**
6. The council reviewed the PBIS Committee meeting minutes from February 22, 2017. Mrs. Packer shared some incentives the committee is working on to reward students for appropriate behavior.
7. The council reviewed the Planning and PD Committee meeting minutes from March 6, 2017. Mrs. Dewey shared the results from the PD survey taken by the staff. Because of this survey, the committee decided to hold PD the first two days after closing day in May and the two days before open house in August.
8. The council reviewed the Scheduling Committee meeting minutes from March 6, 2017. The schedule for the 2017-18 school year will be ready for SBDM approval at the April meeting.
9. SBDM reviewed the School Culture and Resources Committee meeting minutes from March 7, 2017.

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**VI. Review-** There were no items to review.

**VII.** **New Business**

1. Title I- Mrs. Packer shared Title I business with the council. Michael York made a motion to approve the Parent Compact, Parent Involvement Policy, Ten Components of Title I and The Advisory Council notes and Julie Hoagland seconded.
2. The council discussed the overage of students in kindergarten and second grade. Michael York made a motion to increase cap sizes in kindergarten and 2nd grade by one for the remainder of the 2016-17 school year only and Emma Blauser seconded.
3. Mrs. Dewey presented the PD Plan to the council for review. The only mandatory PD is Kagen Behavior Strategies. New Highland may be sharing the PD with Woodland so there may be a need for a larger area to accommodate both schools. Mr. Mullins is looking into EC3 as a meeting place. He has agreed to ask the food truck to offer lunch at this PD.
4. Mrs. Gibbons will present the need for a SBDM Teacher Election committee at the next faculty meeting. Three teachers will run the election to elect one position on the council. PTO will be conducting the elections for one parent representative.
5. Betty Underwood made a motion to go into closed session to discuss a consultation to hire and Emma Blauser seconded. Jackie Gibbons made a motion to go back into open session and Michael York seconded. The council recommended Tina Butterworth be hired for the position of custodian.

Betty Underwood made a motion to adjourn and Michael York seconded.

Meeting adjourned at 5:20 p.m.

Minutes respectfully submitted by Mary Foster