



**BLUEGRASS MIDDLE SCHOOL**  
**170 WA Jenkins Rd.**  
**Elizabethtown, KY 42701**  
**Phone: 270.765.2658 Fax: 270.769.7935**  
[www.bgmsdawgs.org](http://www.bgmsdawgs.org)

Michael Elmore  
Principal

Laticia Mueller  
Assistant Principal

Marilyn Ash  
Counselor

Kelly Fisher  
Counselor

Jami Reynolds  
Instructional Specialist

Greg Goodman  
Behavior Specialist

Teresa Bennett  
Office Manager

Melessa Bowen  
Attendance Clerk

Melanie Covell  
Receptionist

Bluegrass Middle School  
SBDM Annual Summary Report  
2016 - 2017

**SBDM Members:**

Tracy Arflin, Teacher  
Sarah Cross, Teacher  
Melissa Owens, Teacher  
Renee Cox, Parent  
Manpreet Kaur, Parent  
Michael Elmore, Principal

The Bluegrass Middle School's Site Based Decision Making Council met monthly during the 2016 – 2017 School year, and The following items were approved to be implemented.

- 1) Bluegrass set SBDM meetings at 3:30 pm on the following dates: August 17, September 21, October 19, November 16, December 14, January 18, February 15, March 15, April 19, May 17, June 21. In the event this day falls on a day we are not in school during the school year then it will be moved to the next week. After this meeting if any date changes or time changes then the meeting will be called a special meeting and no agenda items can be added at that meeting unlike regular meetings.
- 2) Reviewed that SBDM Members must be trained: Discussion held regarding SBDM members needing to be trained. SBDM members also received the copy of the SBDM handbook and Resource Booklet.
- 3) BGMS faculty asked for the council to modify the current cell phone policy. The council approved to modify the policy which will allow students to have electronic devices out until 8:03 am. At 8:03 am students are to have their devices put up unless directed by a teacher. Students who cannot follow the policy will have the same consequences outline in the student handbook

- 4) MAP Start of Year: We will also have students place their “score dawg” on the data boards in the cafeteria. This shows trend data, teaches students about using data in a scatter plot, and allows them to see how close they are in moving up to proficiency. These “score paws” will be used all year for students to move showing their progress. Student achievement will also be displayed on the data board in the PLC room. These labels will have lots of information on them to help identify areas we need to push students, change our practice, or begin to ask why.
- 5) Good News: Letters to the 6th, 7th, and 8th parents have been mailed.
- 6) Approved Budgets: ESS, Title II, Title I Extension Budget, Professional Development, Parent Involvement, Cultural Arts, and Fund 22
- 7) Approved the first reading of Bluegrass SBDM By-Laws Revisions
- 8) Approved the 2016-2017 student handbook
- 9) Approved Open Records Rules and Regulations
- 10) Reported: It was presented to the council that students have started MAP assessments in reading and math. This year Bluegrass paid for science to be included in the MAP assessments. Social Studies gave their own assessment which included grades 6th – 8th content.
- 11) Reported: The data room is complete. This year we changed the way we organized the data room from paper with lots of information to just pictures. The information was helpful, but we are a growth mindset school. All students should show growth over the school year and by seeing their picture we can better tell who is on the cusp of moving from novice to apprentice, apprentice to proficient or proficient to distinguished.
- 12) Reported: MAP testing has been completed for quite some time now, but I wanted to let the council know the data from the MAP assessment has been plotted in the cafeteria. Each time students put their dawg on the data boards it is clear to see as an administrator where ALL students are and then the individual student can see where they are. There are no names on the dawgs and these data boards include science and social studies as well.
- 13) Reported: The school wide fundraiser was a great success by grossing over \$7,000 and netting a profit close to \$2,500. We plan to continue the same type of fundraiser next year and expect to sell even

more. The funds from this fundraiser will go toward PBIS incentives and awards. It does not go toward salaries, stipends or items which benefit only a small group of students.

- 14) Reported: On October 31st hosted trick or treating for Heartland and New Highland. Heartland will be arriving on 6 busses at 8:30 am (K-2). New Highland will start arriving at 12:30 pm (K-5). Students will be dressed in their career costumes and our students will be allowed to dress-up as well.
  - a) Culture Committee Reported:
    - i) Met on September 21, 2016. Established dates and ideas for potlucks.
      - (1) Breakfast Brunch- Sign-up sheet will be placed in teacher's workroom.
      - (2) Dessert Day- Sign-up sheet will be placed in teacher's workroom.
      - (3) Chili Cook-Off- Ms. Findley will head this event. Sign-up sheet will be placed in teacher's workroom for staff to register for chili cook-off participants and rest of staff for items such as bowls, spoons, crackers, cheese, etc.
      - (4) Football Finger Food, Wear favorite football team jersey and jeans.
      - (5) Sports Theme Shirt/Jeans, Bring in favorite concession stand food. Sign-up sheet will be placed in teacher's workroom.
      - (6) Baked Potato Bar- Ms. Mueller needs to speak with cafeteria staff about cooking potatoes for staff. Rest of staff will use a signup sheet for toppings to be brought in.
      - (7) Pep Rally was held on Friday, October 1st for student athletic involvement.
- 15) Reported: STLP students went to the regional competition and had several wonderful showcases. One group is going on to the state competition.
- 16) It was reported that the front office will get a makeover this summer. Due to safety concerns the CO will pay to move the receptionist closer to the front door – just inside the office. The countertop will be replaced as well as the carpet through the whole office. These are renovations which need to happen regardless of a school safety concern.
- 17) Due to recurring charges past the current limit of \$15 and the board of education wanting better management of lunch charges, the following policy will be enacted immediately.

Lunch charges will be a maximum of three lunches (\$7.80). Students will not be denied a lunch when they have maxed out charges; however, those items will only include a cheese sandwich or a peanut butter/jelly sandwich plus drink. Parents WILL be contacted when students charge the 1st time by OneCall. When a student charges the 2nd time it will be a personal contact – email, phone call, or letter. After the student begins to be offered an alternative meal, there will be a concentrated effort by the cafeteria manager, counselors, teachers, and administration to collect funds.

- 18) During the last ALM, Ms. Morgan mentioned the idea of non-attendance days next year. She wanted us to pilot four days this year in January, February, March, and April. Teachers will assign one assignment due electronically at home. Teachers keep up with how many students completed the assignment. Students who did not or were not able to complete the assignment will be given a paper copy to take home and finish. Programs like Google Classroom, IXL, Read 180, etc. counts toward this initiative. Data is to be reported back to the principal who then combines it and sends it to the board of education
- 19) The board of education allocated Bluegrass \$4700 for technology use based on our technology plan. There will be a technology meeting coordinated by Ms. Findley to revise our 5-year technology plan. The council did ask that we consider more of the Chrome Boxes and move out the desktop computers because of their ease of use. We have accomplished all the goals on the first plan in under 3 years. It is exciting times at Bluegrass!
- 20) KDE visited last Tuesday the 13th of December checking in on our implementation of Olweus. They sent an email stating “...we are very excited about all that is going on at Bluegrass. Sherri read the wonderful things your staff and students said about Olweus on the drive home. We are so glad that you are having such a positive experience with the program...seeing a school implementing it with fidelity...”
- 21) A draft copy of the new state assessment guidelines / accountability model was given. Highlighted areas were shown and discussed. This is not the final draft, but begins to bring us closer to understanding what the expectation is as well as what our overall score means.
- 22) Good News Report:
  - a) In the First Lego League Glasgow Regional Competition on December 10, 2016, Bluegrass took 3rd place in the Teamwork Award, 2nd place in the Teamwork Award, and had two to go on to

state receiving the Advancement Trophy! Congratulations team and Dr. East, Sponsor.

- b) Reviewed Parent Survey Data – we found that over the last three years our overall score went from 3.76 to 3.88 to 3.9 this year! We are always looking for ways to improve our school. The lowest score was involvement of the community which we know continues to be an issue to work on.

- 23) Approved: Comprehensive School Improvement Plan 2016-2017
- 24) Approved Staffing Allocations from Board for 2017-2018
- 25) Approved Professional Development Plan for 2017-2018
- 26) Reviewed the OCR Report & Code of Conduct
- 27) Approved YSC Agreement with Bluegrass
- 28) Approved SBDM Needs List
- 29) Approved Title 1 Assurances
- 30) Approved with changes the Emergency Management Plan (not shared publically)
- 31) Approved with changes to the Student Handbook for 2017 – 2018

#### Fundraising Report

The school wide fundraiser grossed over \$7,000 and netting a profit close to \$2,500. We plan to continue the same type of fundraiser next year and expect to sell even more. The funds from this fundraiser will go toward PBIS incentives and awards. It does not go toward salaries, stipends or items which benefit only a small group of students.

