

# South Livingston Elementary School

BECKY DUNNING, PRINCIPAL  
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**SBDM MINUTES**  
**May 16, 2017**  
**3:30 pm**  
**Regular Meeting**  
**SLES Conference Room**

- I. Call to order and roll call of members.
  - a. Members Present: Becky Dunning- Chairperson, Daniel Murphy- Secretary, Sunni Ogg, Kristie Stanfield, Susan Holt, Kathren Hayes
  - b. Members Absent: Traci Belcher
  - c. No Visitors were present
- II. Opening Business
  - a. Agenda Approval
    - 1. Motion to approve the agenda: Susan Holt
    - 2. Second: Sunni Ogg
    - 3. Motion passed by consensus
  - b. Approval of minutes from SBDM meeting on April 18, 2017
    - 1. Motion to approve the minutes: Kristie Stanfield
    - 2. Second: Sunni Ogg
    - 3. Motion passed by consensus
  - c. Good News:
    - i. The bikes were passed out by the Masons for perfect attendance with 22 bikes given away.
    - ii. Tomorrow is awards day and graduations.
    - iii. Field Day was wonderful.
  - d. Public comments: No visitors were present
- III. Budgets: Ms. Dunning presented the SBDM Budgets
  - a. SBDM
    - i. Allocate 4% for contingency
    - ii. Motion to allocate 4% for contingency: Sunni Ogg
    - iii. Second: Kathren Hayes
    - iv. Motion passed by consensus
  - b. ESS: \$4,666.75- All is being used for daytime tutor
  - c. PL (Professional Learning): \$2,115.71
    - i. Book study books to be purchased
    - ii. Remaining to be used for PL for reading textbook purchase
  - d. Title I: \$27,550.92- All is being used for staffing
  - e. Instructional Resources: \$5,740.00
    - i. Voted to purchase of Houghton Mifflin Harcourt Journeys reading textbooks and materials for 3rd grade.

Approved on 6/15/2017

- f. Vulcan donation: \$1,250.00- Voted to use \$250 for the Distinguished Dinner and \$1000 for the SLES Superhero T-shirts during Nov. 15, 2016 meeting. Most should have been spent out.
- g. 2017-2018 Vulcan donation: \$2,500.00
  - i. Voted to use these funds toward purchase of Lexia Core 5 in 2017-2018
- h. PTO donation (playground): \$132.59
  - i. Voted to purchase of new nets for playground basketball goals – have been ordered
- i. Westat Healthy School Program: \$ 713.00
- j. Motion to approve the financial reports as presented: Kathren Hayes
- k. Second: Kristie Stanfield
- l. Motion passed by consensus.
- IV. Professional Learning Plans for 2017-2018 – Consider approval of the updated list of PL offerings
  - a. KET Multimedia PD Day – cost \$50 – Teri Walker requested
  - b. PECS training - June 26 & 27, Christian County – SLPs – Special Ed. paying cost
  - c. Motion to approve adding KET and PECS to the SLES Professional Learning Plan: Kristie Stanfield
  - d. Second: Kathren Hayes
  - e. Motion passed by consensus.
- V. Consider entering closed session to review all current applications
  - a. Staff openings:
    - i. Assistant Principal – on hold for now
    - ii. Custodian – full-time custodian needed to fill the vacancy
    - iii. Math Intervention Teacher (MIT): Kristie Stanfield recused herself during the discussion of the Math Intervention Teacher.
  - b. Motion to enter closed session: Sunni Ogg
  - c. Second: Kristie Stanfield
  - d. Motion passed by consensus.
- VI. Consider re-entering open session
  - a. Next steps for the hiring processes:
    - i. Custodian interviews begin at 1:00 on 5/18/17
    - ii. Ms. Dunning will make a recommendation concerning transfer requests for the MIT.
  - b. Motion to enter open session: Kathren Hayes
  - c. Second: Sunni Ogg
  - d. Motion passed by consensus
- VII. Classroom configurations: Ms. Dunning presented the classroom configuration based on number of projected students and the council looked at other possibilities
  - a. Motion to approve the classroom configurations to have one 1<sup>st</sup>/2<sup>nd</sup> grade split, one 2<sup>nd</sup>/3<sup>rd</sup> grade split, and one 4<sup>th</sup>/5<sup>th</sup> grade split: Kristie Stanfield
  - b. Second: Kathren Hayes
  - c. Motion passed by consensus
- VIII. Consider approval of the Program Review Assurances: Ms. Dunning presented the Program Review Assurances and the SBDM signed the required documents.
  - a. Motion to approve the Program Review Assurances: Kathren Hayes
  - b. Second: Susan Holt

- c. Motion passed by consensus
- IX. Review/revise SBDM policies: The SBDM read and revised, as necessary, the following policies: The SBDM reviewed the following policies: Policy 10 and Policy 3. The remaining policies were tabled to a later meeting.
  - a. Policy 10 – Consultation in Filling Vacancies review and/or revise
    - 1. Motion to make no changes to Policy 10: Kristie Stanfield
    - 2. Second: Susan Holt
    - 3. Motion passed by consensus
  - b. Policy 1 – Curriculum - review and/or revise – Tabled to a later meeting
  - c. Policy 2 – Staff Time Assignment - review and/or revise – Tabled to a later meeting
  - d. Policy 3 – Student Assignment - review and/or revise
    - 1. Motion to Make no changes to Policy 3: Kathren Hayes
    - 2. Second: Sunni Ogg
    - 3. Motion passed by consensus
  - e. Policy 4 – School Schedule - review and/or revise – Tabled to a later meeting
  - f. Policy 5 – School Space Use - review and/or revise – Tabled to a later meeting
- X. School Space: Ms. Dunning presented the school space plan.
  - a. Consider relocation of Mustang Clinic from room 507 to room 301
  - b. Consider relocation of resource classroom from room 508 to 507
  - c. Consider designation of room 508 as math intervention and other tutoring
  - d. Motion to approve the School Space Plan as presented: Susan Holt
  - e. Second: Kristie Stanfield
  - f. Motion passed by consensus
- XI. Community Information Table
  - a. Motion to move the Community Information Table to the back during graduation: Sunni Ogg
  - b. Second: Kristie Stanfield
  - c. Motion passed by consensus
- XII. Public comments: No public comments
- XIII. Announcements: No announcements
- XIV. Next SBDM meeting day/time/location: The next meeting will be a special-called meeting on June 15<sup>th</sup> at 4:00 PM at Patti's restaurant.
- XV. Adjournment
  - a. Motion to adjourn: Kristie Stanfield
  - b. Second: Susan Holt
  - c. Motion passed by consensus.