**Lincoln Trail Elementary**

**SCHOOL BASED DECISION MAKING COUNCIL**

Monday, November 13, 2017

Meeting Minutes

Gena Jeffries, Chairperson, called the meeting of the School-Based-Decision-Making-Council of Lincoln Trail Elementary School to order at 2:47pm in the schools Conference Room. Members present were Kristy Bacon, Lisa O’Brien, Emily Robbins and Jenny Schrock. Visitors present were Kelly Miller and Emily Etter.

**Motion 17-11** to approve the agenda was made by Emily Robbins and seconded by Lisa O’Brien. Motion Carried.

**Motion 17-12** to approve the SBDM October meeting minutes was made by Lisa O’Brien and seconded by Emily Robbins. Motion Carried.

**Good News Report-** Over 4,000 pounds of school supplies was donated to Teaming Up for Texas Teachers, Hurricane Harvey Relief. Some of our LTE staff, parents, and students were able to visit a Houston, Texas school, deliver donations, and meet with those affected.

LTE Vex Teams won awards at their last competition including Teamwork Champion Award and the Excellence Award.

**Student Achievement-** Ms. Jeffries discussed focus in KPREP Novice Reduction. It was also noted after school tutoring is to come back in December for the higher grade levels and lower grade levels will begin after winter break in January.

**School Improvement Planning-** Ms. Jeffries discussed Phase 2 complete and the diagnostic was reviewed.

**Reports/Budgets-** The council viewed the School Accidents and Enrollment Reports. The budget reports for the month of October were also reviewed.

**Committee Reports-** Ms. Jeffries noted all LTE committees, in the near future, will have their meeting agendas viewable on our Google Drive for LTE staff.

**Upcoming Deadlines-** Revise Goals of CSIP will be January 1 and mid-year analysis SGG is January 12. MAP testing is to take place in December.

**Policy Approval-** The council approved the Policy Statement/Capacity Language. **Motion 17-13** for approval was made by Jenny Schrock and seconded by Emily Robbins. Motion Carried.

**New Business Items/Adjournment-** It was recommended to look into an alternate schedule, (specials) for all school assembly days.

**Motion 17-14** to adjourn was made by Kristy Bacon and seconded by Jenny Schrock. Motion Carried. The meeting ended at 3:25 pm.