

Mercer County Intermediate School

Site Based Decision Making (SBDM) Meeting Minutes

July 10, 2018 @ 5:30 PM at MCIS

Members Present

Dana Cobb
Mandy Dean
Julie Hammons
Kimberlee Piazza
Heather Sanders
Tiffany Yeast

Members Absent

Guest (s)

Trish Dunbar

Mrs. Cobb called the meeting to order at 5:30 pm.

1. Welcome New Members

Welcome new member Mandy Dean and Kimberlee Piazza.

2. Approve/Revise Council Agenda

The Council reviewed the proposed agenda for today's meeting. Tiffany Yeast made a motion to approve the agenda. Heather Sanders seconded the motion. The motion was approved by consensus.

3. Review Items in the new 2018-2019 SBDM Binder:

Members reviewed and signed the following:

- Sign SBDM Code of Ethics
- Sign Proof of Receipt (received 'Your Duty Under the Law' and 'Managing Public Records')
- SBDM By-Laws
- SBDM Policies
- School Improvement Plan
- District Crisis Plan

4. Review/sign form to be kept on file with the school allowing SBDM members to be notified electronically for special called meetings, agendas, minutes, and/or any other relevant material, etc.

5. Elect SBDM Chairperson

A motion was made by Kimberlee Piazza to elect Heather Sanders to serve as SBDM Chairperson in Mrs. Cobb's absence. The motion was seconded by Julie Hammons. The motion was approved by consensus.

6. Set SBDM meeting day/time

Heather Sanders made a motion to set SBDM meeting on the 2nd Tuesday of each month at 5:30 p.m. The motion was seconded by Kimberlee Piazza. The motion was approved by consensus.

7. Approve SBDM Minutes from Previous Meetings

The Council reviewed the minutes from the June 12, 2018 meeting. Julie Hammons made a motion to approve the minutes. Mandy Dean seconded the motion. The motion was approved by consensus.

8. Good News Report/Updates

- **Congratulations to new SBDM parent member, Mandy Dean and teacher member, Kimberlee Piazza. Both will be serving a two-year term. We welcome back returning SBDM parent member, Tiffany Yeast, who will be serving a one-year term. Our returning SBDM teacher members who will be finishing out the second year of their two-year terms are Julie Hammons and Heather Sanders. Trish Dunbar is returning as our SBDM secretary. Will Carlton is returning as our standing 'guest'. Welcome Everyone!!**
- **Spring Hill Day Camp had an AWESOME turnout – 60+ kiddos.**
- **Camp Invention was a great success: 49 campers, 12 high school student interns, six middle school counselors in training, and a director, three teachers, and FRC coordinator, along w/a few parent volunteers throughout the week.**
- **A HUGE thank you to our custodians for all their hard work over the summer!!!**

9. Public Comment

There was no public comment.

10. Review & approve financial report & PTO/Title I Parent Advisory Council financial report

- **Teachers always have input on instructional materials needed to implement best practices instruction.**

The Council reviewed the financial report for June 2018 for MCIS Activity Fund. Heather Sanders made a motion to approve the financial report. Julie Hammons seconded the motion. The motion was approved by consensus. There was no June PTO financial report to review.

11. Review committee minutes & PTO/Title I Parent Advisory Council minutes

- **Reviewed PTO Minutes for June**

12. Review & Discuss Student Achievement Report

- ❖ **There was no student achievement data to review.**

13. Consultation on new hires (Closed Session)

The Council heard an update on new hiring positions during a brief closed session

14. Review & Approve:

- ❖ **The Student Handbook was reviewed by the council. Kimberlee Piazza made a motion to approve the student handbook as presented to the council. Heather Sanders seconded the motion. The motion was approved by consensus.**
- ❖ **The Supervision Plan was reviewed by the council. Julie Hammons made a motion to approve the supervision plan as presented to the council. Heather Sanders seconded the motion. The motion was approved by consensus.**

15. Policy report or Review:

- ❖ **Staff has access of MCIS policies on Google Drive**

16. New Business

- **PTO Meetings will be held on the 2nd Monday of the month at 5:30 pm**
- **New members SBDM Council Training Status**
- **Resignation of PTO Parent Rep, Johnnie Wesley due to relocation. New PTO Parent Rep is Cassie Shirley.**
- **Building is off limits July 18-22 so custodians can close down shop to wax all hallways.**
- **Open House – Tuesday, July 31st at 5:30 and 6:30**
- **First day with Students is August 8th**

11. Set Next Council Meeting Date

The next SBDM meeting will be on Tuesday, August 14, 2018 at 5:30 pm in the Media Center.

13. Adjourn

Kimberlee Piazza made a motion to adjourn the meeting. Mandy Dean seconded the motion. The motion was approved by consensus.