

**Mercer County Intermediate School**

**Site Based Decision Making (SBDM) Meeting Minutes  
November 13, 2018 @ 5:30 PM at MCIS**

**Members Present**

Dana Cobb  
Mandy Dean  
Julie Hammons  
Kimberlee Piazza  
Heather Sanders

**Members Absent**

Tiffany Yeast

**Guest (s)**

Trish Dunbar  
Will Carlton  
Amy Riley  
Georgiana Bray  
Marsha Rogers

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

**1. Approve/Revise Council Agenda**

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

**2. Approve SBDM Minutes from Previous Meetings**

The Council reviewed the minutes from the October 16, 2018 meeting. Kimberlee Piazza made a motion to approve the minutes. Julie Hammons seconded the motion. The motion was approved by consensus.

**3. Good News Report/Updates**

- 4<sup>th</sup> grade Healthy Kids Day (HKD) at Anderson Dean Park (Extension Office as an alternate location if needed.)
- Book Fair/Arts & Humanities Family Night (Australia) – 450 in attendance!
- Total sales for Book Fair - \$4,476.01. Mrs. Pridey opted for Scholastic credit so the profit is \$2,975.17 to spend with them.
- Total sales for Artwork (from A & H Australia Night) – Brought in \$812 (116 pictures sold); Expense: \$469 (This is inflated because it includes initial start-up expense which will not occur next year. We had to buy mats \$413, which many will be used next year. Clothes pins and twine cost \$66); Profit \$343
- Red Ribbon Week – The staff and students enjoyed the different days to dress up in order to raise awareness to the drug epidemic.
- KPREP reward day - A big thank you to our MCIS PTO for sponsoring the fun filled options for students to participate in recognition for their great efforts towards scoring proficient/ distinguished on the 2017 KPREP!!!
- KPREP Family Night – We had a super great turn out!! A powerpoint was shared giving families a brief overview of the new testing system and overall content scores, along with some steps to take to increase our test scores. Students were then personally recognized for their outstanding individual achievement.
- Veteran's Program – This program was particularly special this year, as we tied in the 76<sup>th</sup> anniversary of the Harrodsburg Bataan Tankers. We had about 125 veteran guests attend our OUTSTANDING student led programs. Thank you FRC for providing donuts and drinks for our guest.

#### **4. Public Comment**

There was no public comment.

#### **5. 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 October 2018 for MCIS Activity Fund. Julie Hammons made a motion to approve the financial report. Kimberlee Piazza seconded the motion. The motion was approved by consensus. The council reviewed the October PTO financial report.

#### **6. Review committee minutes & PTO/Title I Parent Advisory Council minutes**

- The council reviewed minutes from the Parent Communication, Curriculum, PBIS, Planning and Technology committee meetings. They also reviewed minutes from grade level meetings and Arts & Humanities, Math, ELA/SS and SPED department meeting minutes. The council also reviewed the October PTO meeting minutes.

#### **7. Review & Discuss Student Achievement Report**

- ❖ Common Learning Target Assessment Data presented by Will Carlton.

#### **8. Policy report or Review:**

- ❖ Staff has access of MCIS policies on Google Drive
- ❖ Review & Revise the following policies:
  - Improvement Planning Policy was reviewed by the Council. Julie Hammons made a motion to approve the policy as presented. Many Dean seconded the motion. The motion was approved by consensus.
  - Writing Policy was reviewed by the Council. Kimberlee Piazza made a motion to approve the policy as presented. Heather Sanders seconded the motion. The motion was approved by consensus.
  - Technology Policy was reviewed by the Council. Heather Sanders made a motion to approve the policy as presented. Mandy Dean seconded the motion. The motion was approved by consensus.

9. Amy Riley presented an overview of the counseling program for the current school year.

10. Georgiana Bray presented an overview of the 2017-2018 FRC activities.

11. Marsha Rogers, food service director for Mercer County Schools, shared via phone, the process of obtaining free and reduced numbers for MCIS.

#### **12. Review & Approve the 2018-2019 MCIS diagnostics:**

- Continuous Improvement was reviewed by the council. Kimberlee Piazza made a motion to approve the policy as presented. Mandy Dean seconded the motion. The motion was approved by consensus.
- Needs Assessment was reviewed by the council. Julie Hammons made a motion to approve the policy as presented. Heather Sanders seconded the motion. The motion was approved by consensus.
- School Assurances was reviewed by the council. Heather Sanders made a motion to approve the policy as presented. Kimberlee Piazza seconded the motion. The motion was approved by consensus.
- Safety Report was reviewed by the council. Mandy Dean made a motion to approve the policy as presented. Julie Hammons seconded the motion. The motion was approved by consensus.

### **13. New Business**

- PTO Meetings will be held on the 2<sup>nd</sup> Monday of the month at 5:30 pm.
- SBDM Training Status – Everyone has completed.
- 3<sup>rd</sup> grade Shakertown trips have been postponed to mid to late month due to inclement weather at the beginning of this month.
- Abe Lincoln visits 5<sup>th</sup> grade during their specials on November 20<sup>th</sup>.
- Thanksgiving Break – No School November 21-23
- Annual “Shop with a Cop” First Responders vs. MCIS Staff Basketball game – November 30<sup>th</sup>

### **12. Set Next Council Meeting Date**

The next SBDM meeting will be on Tuesday, December 11, 2018 at 5:30 pm in the Media Center.

### **13. Adjourn**

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