

Woodland Elementary School

November 20, 2019/Regularly Scheduled SBDM Meeting

Members Present: Dawn Tarquinio, Jenn Ford, Donna Slatton, Beverly Weatherington, and Freddie Murphy. *Members Absent:* Emily Pile. *Recording Secretary:* Ashley Brus. *Guests:* Miranda Bray and Sarah Sams, college students.

1. Opening Business

The meeting was called to order at 4:33 p.m.

- a. November Agenda Approval- Mrs. Tarquinio made a request to the council to amend the agenda and add discussion of a parent resignation within the new business. A motion was made by *Jenn Ford* to approve the amendment to the November Agenda and seconded by *Freddie Murphy*. A motion was made to approve the amended agenda by *Jenn Ford* and seconded by *Donna Slatton*. The council members agreed unanimously with the motion to approve the November Agenda.
- b. October Regular Meeting Minutes- A motion was made by *Jenn Ford* to approve the October Regular Meeting Minutes and seconded by *Donna Slatton*. The council members agreed unanimously with the motion to approve the October Regular Meeting Minutes.
- c. Good News Reports- We have visitors at our meeting. The Veterans Day assembly was wonderful. Mr. Murphy stated the veterans were excited about the event. K Club kids have started their first kick off campaign to include Warm Blessings. Ms. Ford shared that the student videos regarding behavior are great and the kids love them. Ms. Hobbs shared that she feels moral around the building feels up.
- d. Public Comment- none

2. Student Achievement

- a. Assessing Student Achievement
 - i. Common Assessments- KREPPERS were scheduled to be discussed by the council in October. The Instructional Services Department will be providing these assessments for us in January so we are holding off on starting the KPREPPERS. At this time, there isn't any common assessment data to share. In December, Mrs. Tarquinio will ask grade levels to provide unit assessment and continuum data to share with the council. In January, MAP data will be available. Ms. Hobbs shared that she is part of the ISD team that is working on valid questions for district level common assessments.

3. School Improvement Planning

- a. Comprehensive School Improvement Plans- Mrs. Tarquinio is currently working on the goals and objectives for this year's plan. She has attended meetings at CO to help her create our plan. The plan is due to be submitted to Linda Reed at CO by the December 19th board meeting. This means the council will need to review it at our December 18th regular monthly meeting. It is due into eProve by January 1st. Mrs. Tarquinio provided the council with a handout of the draft goals and objectives she has created for the CSIP.

- b. Monthly Review

- i. **October** – 1st – PTA Board Meeting; 2nd PTA Fundraiser kickoff 1:00, Dibels Assessments complete, Custodian Appreciation Day, Fall Pictures; 3rd-Joyce Jackson here for PLCs; 4th-Fire Safety Day; 7th-11th – Fall Break; 14th – Professional Learning Day; 15th – 16th – 1st grade field trip to zoo; 16th – SBDM 4:30; 17th – HCS Board Meeting; 18th – new teacher training, Fall Festival; 21st-25th – Red Ribbon Week; 21st-25th – Silverleaf presentations to homerooms; 25th – PTA PJ Day, October Bday celebrations
- ii. **November** – 1st-Picture Make up day/class pictures; 2nd-PTA Brotherhood BBQ; 4th-5th-No School; 6th-2nd Quarter Mid-Term Grading Window Opens; 8th-J. Jackson here working with PLCs (change from a Thursday to Friday); 11th-Veteran's Day event; 15th-2nd Quarter Mid-Term Ending Date, Office Staff Appreciation; 20th-2nd Quarter Mid-Terms Go Home, SBDM 4:30; 21st-HCS Board Meeting; 22nd PTA pajama day; 25th-26th-Dental screenings; 27th-29th-Thanksgiving Break.
- iii. **December** - 2nd - additional staff meeting with Mrs. Morgan; 3rd - KKids after school, Newbie Meeting; 9th - 2nd Quarter Grading Window Opens for Report Cards, Give HCS Fast Facts Assessment During Math Block; 10th - PTA General Membership Meeting; 11th - Rebecca Gaddie doing math demo; 12th - Joyce Jackson with PLCs, Title I Parent Meeting 5:30, Related Arts performance 6:00; 14th - PTA Breakfast with Santa; 17th - KKids after school; 18th - SBDM 4:30; 19th - HCS Board Lunch Meeting 11:30; HCS Board Meeting 6:00; 20th - PTA Pennies for Pajamas, December Birthday Celebration 1:45; December 23-January 3 - Winter Break; Students return on January 7th following January 6 PLD

4. Budget Report

- a. October Schedule of Balances- The council reviewed the October Schedule of Balances and a motion was made by *Jenn Ford* to approve and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the October Schedule of Balances.

5. Committee Reports

- a. October Accident Report- The council reviewed the October Accident Report. There are no questions or concerns at this time.
- b. PBIS Committee Report- Mrs. Brus reviewed aloud the PBIS monthly meeting minutes from 10/29/19 to include school-wide behavioral celebrations, monthly referral data, and suggestions to address behavioral concerns. Mrs. Tarquinio shared the plan to celebrate students for their MAP growth using bouncy houses and Ollie the mascot for Spalding University.

6. Bylaw or Policy Review/Readings/Adoption

- a. Program Appraisal- Mrs. Tarquinio provided the council with a handout of the Program Appraisal policy. The council did not have any questions or suggestions. A motion was made to approve the Program Appraisal policy by *Jenn Ford* and seconded by *Beverly Weatherington*. The council members agreed unanimously with the motion to approve the Program Appraisal policy.
- b. Technology Use- Mrs. Tarquinio provided the council with a handout of the Technology Use policy. The council discussed future plans to revisit this policy as the KPREP test will be administered online in the near future. In March, Hardin County Schools will be field testing KPREP testing online. This will help to determine what technology we will need to obtain so that we are prepared for official online testing next school year. A motion was made by *Jenn Ford* to revisit the Technology Use policy at the March or April regular monthly SBDM meeting so that the results of the field testing could be discussed. The motion was seconded by *Donna Slatton* and the council members agreed unanimously with the motion.
- c. Writing Policy- Mrs. Tarquinio provided the council with a handout of the Writing policy. It was discussed that the new writing plan needs to be submitted to KDE for revisions to reflect the new standards. Mrs. Tarquinio stated she would work on cleaning up the structure for ease of readability. The template was created by KASC, but needs to reflect Woodland needs. A suggestion was made for the Writing policy to be reviewed annually by the council and then sent to the appropriate action team to address the council's questions and/or suggestions. The council members agreed unanimously to make the writing policy review a council charge. Ms. Ford suggested a family night each month

where a grade level will display a piece of writing for each student for their parents to come and see. The Writing policy must be submitted to KDE by December 1st. A motion was made by *Jenn Ford* to approve the specific language already on the Writing policy and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the specific language present in the Writing policy. Mrs. Tarquinio will reformat the structure and send out to the council members for approval by this Friday. A handout was provided to the council members for them to use as a reference when they review the policy structure.

7. Old Business

- a. Second Month Adjustments- this topic was discussed by the council above during School Improvement Planning. Second Month Adjustments will be added again under Old Business to next month's regularly scheduled SBDM meeting.

8. New Business

- a. Parent Council Member Resignation- Mrs. Tarquinio shared with the council that the other parent member has stepped down from her position on the council. Last year, we had three parents run, so we will be offering the open position to the 3rd place nominee. If she declines the position, we'll have to have another election. If nobody signs up to be a parent nominee, we will then have a vacancy. The council will be notified of the 3rd place nominee's decision by Friday.

9. Upcoming Deadlines

- a. December 1- School must submit a revised writing policy and a completed version of the KDE "Writing Policy Rubric."
- b. January 1- CSIP Phase 3 due to KDE

10. Ongoing Learning

- a. KY Historical Society free resources- Mrs. Tarquinio shared the resources with the council and explained that they can help with purposefully implementing the new social studies standards.
- b. Standards Family Guides- Mrs. Tarquinio showed the council where to find the guides on kystandards.org and what one looks like.

- 11. Adjournment- A motion was made by *Jenn Ford* to adjourn the meeting and seconded by *Donna Slatton*. The meeting adjourned at 5:54 p.m.