

Woodland Elementary School
May Regularly Scheduled SBDM Meeting
May 19, 2021

Members Present via Google Meet: Dawn Tarquinio, Eric Bristol, Penny Ellis, Casey Boblitt and Freddie Murphy. *Member Absent:* Diana Smalls-Young. *Recording Secretary:* Ashley Brus. *Guests:* None.

Call to order 4:34 p.m.

1. Opening Business

- a. May Agenda Approval- A motion was made to approve the May agenda by *Freddie Murphy* and seconded by *Casey Boblitt*. The council members agreed unanimously with the motion to approve the May agenda.
- b. April Regular Meeting Minutes- A motion was made by *Casey Boblitt* to approve the April Regular Meeting Minutes and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the April Regular Meeting Minutes.
- c. Good News Reports- KPREP was last week and Mrs. Keeler, our guidance counselor, did a phenomenal job of getting everyone trained and students tested. We can now formally announce that Woodland was awarded the 21st Century grant which is a funded program of \$675,000 over the next five years. Ms. Boblitt shared that she has a new student with a lot of needs that is making great progress. OLA end of the year activities have been very successful.
- d. Public Comment- none

2. Student Achievement

- a. Student Achievement Report- District norms for MAP testing have not been shared yet, so we will have to postpone our discussion of how Woodland's MAP data compares to the district data until the June regularly scheduled meeting.

3. School Improvement Planning

- a. Monthly Review
 - i. **April** - 2nd - Big Smiles Dental; 5th-9th-Spring Break; 15th -HCS Board Meeting; 21st -SBDM; 30th-Combining Budget due

- ii. **May** - 7th -Work Ethics Standards Interviews; 11th-KSI Support Meeting; 18th-NNHS Grad Walk; 19th - May SBDM Meeting; 20th-PBIS Team Monthly Meeting; 21st-Last day for students; 24th-Last day for staff (certified who have completed contractual work days)
- iii. **June** - 1 - PPA Budget due to finance office; 1st-18th - Destination Acceleration; 16th - June SBDM Meeting; 17th - HCS Board Meeting

4. Budget Report

- a. April Schedule of Balances- Mrs. Tarquinio provided the council members with a copy of the April Schedule of Balances. A motion to approve the April Schedule of Balances was made by *Eric Bristol* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the April Schedule of Balances.
- b. 2021-2022 budget- Mrs. Tarquinio reminded the council that they reviewed the draft 2021-2022 budget at last month's regularly scheduled meeting. There were no changes noted from the board with regard to the PPA allocations. The amount per student remains the same.
- c. Staffing Allocation Plan- Staffing allocations also remained the same for the upcoming school year.

5. Committee Reports

- a. April Accident Report- The council reviewed the April Accident Report. Mrs. Tarquinio brought the council's attention to the location with the most frequent reports. It was determined that the playground is the most frequent location. The question was asked if our recess time isn't structured enough. Mrs. Tarquinio shared with the council that we may want to consider creating a policy for the procedures of Lifetime (recess).

6. Bylaw/Policy Review/Readings/Adoption

- a. Extracurricular Policy- The council reviewed the current Extracurricular Policy. A question was raised if the "programs currently offered" section needs to be included as it could change from year to year. Mrs. Tarquinio stated that the official version from KASC would help us determine if this is required. The council members agreed that this policy would need to go back to the action teams for review in August.
- b. Title I Parent Involvement Policy- Mrs. Tarquinio presented the 2020-2021 Title I Parent Involvement Policy. The council did not have any questions and the only suggested revision was to change the year. A motion was made by *Penny Ellis* to change the year

and approve the Title I Parent Involvement Policy for the 2021-2022 school year and was seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the Title I Parent Involvement Policy for the 2021-2022 school year.

7. Old Business

- a. Committees Policy- The council discussed revisiting the structure of the action teams. Mrs. Tarquinio proposed taking this discussion back to an action team in order to revise the structure down from eight teams to five. The council members agreed with sending the Committees Policy back to the Professional Learning Action Team to revise.
- b. Emergency Plan Policy- Mrs. Tarquinio shared the current Emergency Plan Policy. The council reviewed the policy and Mrs. Tarquinio noted that nothing has changed with regard to any updates that this policy is required to make. For example, nothing has come from the Center for School Safety or KASC to inform us of any necessary changes. The Woodland staff will review our big plan together on opening day. The council determined that the policy remains appropriate and will remain in place.

8. New Business

- a. iReady- Mrs. Tarquinio shared with the council that the district has decided to move away from utilizing MAP as our universal screener and to move toward iReady. Mr. Sutton's department is working to financially support schools with the implementation of this program. Mr. Sutton is footing the bill for the teacher toolkit which has the lessons and activities for the next year. The diagnostic test is also included from the instructional services department. Mrs. Tarquinio obtained a quote from iReady as to what the cost would be. The cost for My Path for math would be \$9,100.00. Mrs. Tarquinio proposed to utilize the leftover set aside money and balance from Title I funding to pay for the program. A two hour training for staff will accompany the program as a requirement.
- b. ESS for 21-22- Mrs. Tarquinio presented to the council the 2021-2022 Woodland ESS Program Projection Report and the ESS calendar. It was shared that Woodland has not yet received the dollar amount for the budget for the Program Projection Report. In the past, when we had a daytime program Woodland averaged about 60 students that were serviced from 1st to 5th grade. With this, two classified employees were hired to come during the school day and work with these identified students. This year, due to the COVID pandemic, Woodland had not utilized these funds yet, so we were able to offer an after school ESS program two days per week. Mrs. Tarquinio displayed the ESS Program Projection Report for the 2021-2022 school year which includes a daytime waiver, summer 2021 jump start program and summer 2022 jump start program. A motion was made by *Eric Bristol* to approve the Program Projection Report for the

2021-2022 school year and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the Program Projection Report for the 2021-2022 school year. Mrs. Tarquinio then presented the Extended School Services IC Data Entry Confirmation for SY 2020-2021 form which documents that the necessary data has been entered into IC. She then presented the Extended School Services Daytime Waiver Program Evaluation which was shared with KDE and states such things as how students were identified for the program and how many participated (186 students). The ESS Inventory List was presented and explained to the council. The Extended School Year Monitoring Form was presented and explained to the council. Finally, the 2021-2022 ESS Calendar was presented to the council. The proposed start date for the daytime waiver is on August 30th and would run five days a week until May 13th. Additionally, the calendar proposes a summer program to run from June 8th-June 30th of 2022. A motion was made by *Casey Boblitt* to approve the 2021-2022 ESS Calendar and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the 2021-2022 ESS Calendar.

- c. Title I Learning Compact- Mrs. Tarquinio presented the 2020-2021 Title I Learning Compact. The council did not have any questions and the only suggested revision was to change the year. A motion was made by *Casey Boblitt* to change the year and approve the Title I Learning Compact for the 2021-2022 school year and was seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the Title I Learning Compact for the 2021-2022 school year.
- d. Council Training- Mrs. Tarquinio reminded the council members of their training requirements. All current council members are considered experienced so moving forward, they will only need to complete the three hour training. New council members will need to complete the six hour training.
- e. Council Transition- the council discussed how they would like the council transition to look in June. It was shared that we need to explain the parts of the monthly meetings as we go. New council members who join us at the June regularly scheduled meeting need to understand that they are guests at that time and would not be contributing to the decisions until July. Council meetings will return to in-person rather than online and moving forward we will continue to maintain the monthly documents in the shared Google folder.
- f. Background Checks for Parent Members- parent council members must have these completed annually.
- g. Personnel Hirings- Woodland is currently processing three hires. 15 applicants were interviewed and the interviewing team concluded on three of them. After conducting reference checks, the three applicants were offered 5th grade teaching positions. All

three applicants accepted and we are happy to welcome Courtney Erizer, Andrea Green, and Julie Hoagland. Woodland also has a 1st and 2nd grade position that we are looking to fill based on further input from our interview team and reference checks. Additional interviews will be held Monday.

9. Ongoing Learning

- a. SBDM Election Guidance- Mrs. Tarquinio shared that the election guidance is basically to remember that our largest parent organization runs our parent elections and our staff elections are run by a staff group. In the first attempt to obtain parent nominees, only one parent filled out the application. A second plea for parent nominees was sent out and the deadline for applying was extended to 3:00 p.m. today. The nominees will be tallied tomorrow and a survey will be sent out for families to vote. The staff elections will be completed before the June regularly scheduled SBDM meeting to ensure that the newly elected council members can be invited to the meeting.

10. Upcoming Deadlines

- a. May - Parent and teacher elections
- b. May 15 - Combining Budget Worksheet due to the finance office and has been submitted. This is the activity fund (schedule of balances) that is reviewed by the council monthly which shows all the separate funds (ex. clubs) are signed off by the club sponsors indicating that the amounts reported are accurate and this gets submitted to the finance office.

11. Adjournment- A motion was made by *Eric Bristol* to adjourn the meeting and seconded by *Casey Boblitt*. The meeting was adjourned at 5:35 p.m.