

Lincoln Trail Elementary School
Site Based Decision-Making Council

September 13, 2021

Meeting Minutes

Ms. Jeffries, chairperson, of the Lincoln Trail Elementary Site Based Decision- Making Council to order on September 13, 2021 at 2:45 pm. Council members present were Mr. Almasarweh, Susan Duvall, Jenny Hack, and Mallory Prah. Special guests in attendance were LTES interim principal Billy Coffey and LTES Assistant Principal, Kelly Miller.

Motion 22-9 Mr. Almasarweh made the motion to approve the meeting agenda and Mallory Prah seconded. Motion Carried. Jenny Hack made the motion to approve the August meetings minutes. Susan Duvall seconded the motion. **Motion 22-10** Carried.

Good News Report- Mrs. Jeffries announced the hire of first grade teacher Mackenzie Riordan, and will begin before fall break. This added classroom reduces class sizes in both 1st and 2nd grades and eliminates Mrs. Black split 1st/2nd class.

Student Achievement- IReady testing 1st-5th grades are complete. Kindergarten classes are finishing up the week of September 13.

Reports/ Budgets- The council reviewed the school Enrolment, Accident and PBIS Reports for the month of August. The council also reviewed the school's Student Activity Budget report for the month of August. The council had an overview of the school's Fund 22 district account.

Transition of Leadership/Accounting- Ms. Jeffries went over the school's finances of recently purchased items and un-purchased (quotes).

New Business/Upcoming Events/Deadlines- The council went over the daily schedule and discussed adjustments such as longer planning time. All council members have completed their Site Base Experienced Member Training.

Adjournment 22-11 Susan Duvall made the motion to adjourn. Mallory Prahl seconded the motion. Motion Carried. Meeting ended at 3:26pm.