

Woodland Elementary School
Regularly Scheduled SBDM Meeting
May 22, 2023

Members Present: Dawn Tarquinio, Barbara Cornett, Beth Burks, Hannah Hobbs, and Freddie Murphy.

Members Absent: Kimberly Khadoo. *Recording Secretary:* Ashley Brus. *Guests:* none.

Call to order at 5:04 p.m.

1. Opening Business

- a. Welcome- Mrs. Tarquinio welcomed all attendees to the May Monthly SBDM Meeting.
- b. May Agenda Approval- A motion was made to approve the May agenda by *Barbara Cornett* and seconded by *Hannah Hobbs*. The council members agreed unanimously with the motion to approve the May agenda.
- c. April Regular Meeting Minutes- A motion was made by *Barbara Cornett* to approve the April Regular Meeting Minutes and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the April Regular Meeting Minutes.
- d. Good News Reports- We are transitioning into the end of the school year with lots of fun activities for our students this week such as Career and Field Day. Also, we have a lot scheduled for next week's contractual days to prepare for next year.
- e. Public Comment- None.

2. Student Achievement

- a. State Testing - KY Summative Assessment- We completed the majority of our state assessments (KSA). We have a couple of makeups to do. Mrs. Keeler did an amazing job coordinating the testing sessions with the help of our support staff. KASC states that KSA test scores provide data for categorization, the test scores do not define our value as a school.
- b. Student Achievement Report- The council reviewed the Woodland Data Tracker. In the area of PA/Phonics not all 1st grade classes have reported all of their assessment data yet; however, 81% met PA goals, 52% met phonics goals, and 25% met red words goals. One 2nd grade class has not yet reported PA data; however, of the reported classes, 96% met their PA goals. Additionally, not everyone has reported their phonics assessment data, but of those who have, 67% have met their phonics goals and 56 % have met their red words goals. This shows a lot of growth, but we want to be closer to on grade level

percentages. In the area of fluency, 39% are on grade level for 1st grade fluency, 60% on grade level for 2nd grade fluency. 3rd grade has not yet completed their assessments. 4th grade shows 59% on grade level and 5th grade has not completed their assessments to report their data. Fast facts data shows growth since spring 2021 as there is a tremendous improvement in all grade levels. The council reviewed the iReady Whole School Math Diagnostic Growth, which shows an increase from 9% in the green to 45% schoolwide. Those students scoring in yellow decreased from 55 to 42 and red decreased from 27 to 11. The math overall annual typical growth was reviewed and a lot of students grew, but many did not meet their typical growth, (low performance/high growth). The iReady Whole School Reading Diagnostic Growth showed the progress to annual typical growth is 114% with green from 24% to 50%, yellow from 44 to 37, regular red from 25 to 9, and significantly below from 7 to 4. We are narrowing the gap which is a good thing. In reading 65% of second grade students met their goal followed by 3rd, 5th, 4th and then 1st.

- c. Climate and Safety Surveys- The council was advised to take a look at the included guiding follow up questions which are discussion questions that can be used when analyzing the results at a staff meeting. These questions need to be at the forefront of our discussions as they are 4% of our accountability.

3. School Improvement Planning

a. Monthly Review

- i. **April** - 3rd-North Middle School Field Trip; 4th- ISD Special Ed Visit; 5th - North Park visit; ParaEducator Appreciation Day, Assistant Principal Appreciation Day, 21st Century Advisory Council meeting; 6th- Fifth Grade visit to Bluegrass Middle School; 7th - 1st grade field trip; 10th-14th- Spring Break; 17th-iReady Diagnostic Window opens; 18th-April PBIS Meeting; 19th-Common Assessment; 20th-Reading Family Night; 25th-4th quarter midterm ends, K-Kids meeting; 24th-26th-Big Smiles Dentist Visit; 28th-4th quarter midterms go home; WWOF breakfast, April birthday celebration
- ii. **May** - 1st-ISD Morphology Walk Throughs; 2nd - Fast Fact assessments; 3rd - 21st Century Advisory Council meeting; 3rd - Action Teams; 4th - Cafeteria Staff Appreciation Day; 5th - no school; 4th-25th - KSA; 8th-12th - Staff Appreciation Week; 10th - School Nurse Appreciation; 11th - Last Day for Eagle Academy; 23rd - Career Day; 24th - Field Day; 25th - last day for students/awards ceremonies; May 29th- no school Memorial Day; May 30th and 31st - ECTC contractual work days

- iii. **June** - 1st - ECTC contractual work days, PPA Budget due to finance; 5th-30th - Eagle Academy Summer program at North Park; 7th - HCS Job Fair; 12th - SBDM Annual Report due to CO; 26th - June SBDM Meeting

4. Budget Report

- a. April Schedule of Balances- Mrs. Tarquinio provided the council with a copy of the April Monthly Schedule of Balances. A motion was made to approve the April Schedule of Balances by *Barbara Cornett* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the April Schedule of Balances.
- b. Finalize 2023-2024 budget- the council reviewed the itemized PPA budget. Based on council and action team recommendations, adjustments were made. We are projected 548 students with an allotment of \$115 per student which totals a budget of \$63,020. Homeroom teachers will receive \$150 for classroom funds and MTSS teachers will receive \$100 for classroom funds. Field trip expenses in the past were set to no more than \$5 of cost to families. This year bus fees will also need to be paid for at the school level. The council decided to place \$2,000 from contingency into field trip funds which would give each grade level \$500. School supplies will continue to be provided by the school at \$8 per student for a total of \$4,300. Additionally, \$8 per student will be budgeted in contingency funds for extra students in homerooms. In technology funds, \$10 per student was budgeted for headphones. Budgeted funds for postage and document shredding costs was increased. ISD is covering Lexia until 2025, My Path until 2026, and Reflex until 2026. \$2500 was budgeted for student incentives giving each grade level \$500 for the school year. An increase was made for our dues such as KASC as well as for office supplies and equipment. We will be rolling over \$17,000 from this year's PPA funds. A motion was made to approve the 2023-2024 Budget by *Freddie Murphy* and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the 2023-2034 budget.
- c. Finalize 2023-2024 Staffing Allocation Plan- ISD has eliminated funding to one of our MTSS support staff positions. 23-24 staffing allocations were reviewed and the council discussed the allocation options and options for being able to fund the third MTSS support staff position. A proposal was made to move a second certified person into Title I funding and not fill the para educator vacancy created by a retirement so that we can take a ParaEducator from Title I to our current allocation funding. A motion was made to approve the proposal of utilizing Title I to fund the third MTSS support staff member by *Beth Burks* and seconded by *Barbara Cornett*. The council members agreed unanimously with the motion to approve the proposal of utilizing Title I to fund the third MTSS support staff member.

- d. Combining Budget- Mrs. Tarquinio shared with the council that this is similar to the monthly Schedule of Balances review. The budget was received at the end of the year and combines all the budget data from all Student Activity Funds. Due to the abundance of ESSER funds, we are able to carry over additional funds. It was discussed that the choir balance needs to be spent. A motion was made to approve the Combining Budget by *Hannah Hobbs* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the Combining Budget.

5. Committee Reports

- a. April Accident Report- Mrs. Tarquinio provided the council with the April Accident report for review.
- b. Assessment of Students and Programs Action Team- table to next month with intent on completing the work that was initiated at the May Action Team meetings during final staff contractual work days.
- c. Budget Action Team- table to next month with intent on completing the work that was initiated at the May Action Team meetings during final staff contractual work days.
- d. Culture, Wellness and Resources Action Team- table to next month with intent on completing the work that was initiated at the May Action Team meetings during final staff contractual work days.
- e. Curriculum, Instruction and Technology Action Team- table to next month with intent on completing the work that was initiated at the May Action Team meetings during final staff contractual work days.
- f. Planning/Professional Learning Action Team- table to next month with intent on completing the work that was initiated at the May Action Team meetings during final staff contractual work days.

6. Bylaw/Policy Review/Readings/Adoption

- a. Policies to review:
 - i. Extracurricular Programs Policy- the council reviewed the Extracurricular Programs Policy. The council did not have any questions or suggestions for revision of the policy, so the policy remains appropriate.
 - ii. 23-24 Title I Parent Involvement Policy- the council reviewed the 23-24 Title I Parent Involvement Policy. The council did not have any questions or suggestions

for revision of the policy. A motion was made to approve the 23-24 Title I Parent Involvement Policy by *Beth Burks* and seconded by *Hannah Hobbs*. The council members agreed unanimously with the motion to approve the 23-24 Title I Parent Involvement Policy.

- iii. 23-24 Title I Parent Compact- the council reviewed the 23-24 Title I Parent Compact. The council did not have any questions or suggestions for revision of the compact. A motion was made to approve the 23-24 Title I Parent Compact by *Beth Burks* and seconded by *Barbara Cornett*. The council members agreed unanimously with the motion to approve the 23-24 Title I Parent Compact.

7. New Business

- a. Council Training- Returning members need 3 credit hours of experienced member training, while new members are required to take 6 hours of new member training. As of now, two parents have completed and signed the nomination form to run for the council. Elections will take place on the last day of school when many parents are present for awards and end of year activities.
- b. Council Transition- At the regularly scheduled monthly SBDM meeting on June 26th, new members are invited to attend.
- c. Background Checks for Parent Members- New KRS requires SBDM parent members to submit to state and federal criminal records checks.

8. Ongoing Learning

- a. Statewide initiative - United We Learn- Mrs. Tarquinio shared Kentucky's vision for the future of public education.
- b. Creating a more vibrant experience for every student- KDE says vibrant student experiences will spark curiosity, motivation and engagement, while cultivating enthusiasm for lifelong learning.

9. Upcoming Deadlines

- a. June 1 - Combining Budget worksheet due to the district finance office after SBDM approval (completed)
- b. July 1 - new Council takes office

10. Adjournment- A motion was made by *Beth Burks* to adjourn the meeting and seconded by *Hannah Hobbs*. The meeting was adjourned at 6:57 p.m.