

James T. Alton Middle School SBDM Council Meeting
Monthly Meeting
August 16, 2023 – 4:00 p.m.

Minutes

- 1. Ms. Cassady called the meeting to order at 4:02**
- 2. There were no visitors**
- 3. Opening Business**
 - a. Mr. Barger made a motion to approve the agenda; it was seconded by Ms. Chaney. There was consensus to approve the agenda.**
 - b. Ms. Trueblood made a motion to approve the July Minutes. It was seconded by Mr. Barger. There was consensus to approve the July minutes.**
 - c. Good News:**
 - i. Newtech Training**
 - ii. ESS Get Ready Camp**
 - iii. Trojan Fest**
 - iv. Leadership Retreat**
 - v. Operation Middle School**
 - vi. Open House - There was some discussion about perhaps organizing next year's open house by last name to avoid congestion in the hallways**
 - vii. Smooth Start to the School Year**
 - viii. First Safety Drills of the Year**
 - ix. Jaydin Adkins won Camp Crooked Creek patch design competition**
 - d. There were no public comments**
- 4. Planning**
 - a. IReady Diagnostic #1 and Reward - We discussed the need to give a reward for the first diagnostic so that students do not deliberately do badly. Ms. Trueblood said that she agreed that this happens with students because she has heard them talking about it. Ms. Cassady said that if there are rushing flags or a student drops drastically, we will not count that diagnostic. Students may retake the diagnostic, but only in after-school detention.**
 - b. Back to School Dance on Sept. 1 - This is a PBIS event, so students must meet PBIS expectations of attendance, grades, and behavior. Every after-school event that JTA supplies chaperones for is a PBIS event. The proceeds will go to fund PBIS rewards and the YSC Christmas Program**
 - c. Picture Day is Sept. 8**
- 5. Previous / Ongoing Business**
 - a. Safety and Emergency Plan**
 - i. Had Ritter add to safety plan not to leave classroom for a fire drill (while in lockdown) until they receive all clear. Also, teachers will be instructed to check the hallways before allowing students to leave class for a fire drill. Safety Plan was passed by consensus.**
 - ii. Complaint Resolution Policy - 2nd Reading. There were no changes to the policy. Ms. Chaney made a motion to accept the policy. It was seconded by Ms. Ritter. There was consensus to accept the Complaint Resolution Policy.**
- 6. New Business**
 - a. Review council bylaws - Ms. Cassady explained that a couple of years ago JTA's policies and bylaws were lost with the transition of principals. The interim principal did a good job gathering what she could, but there are still gaps. We have been reviewing them a**

couple every month. This month is our month to review the bylaws, and there were several sections missing in our bylaws. Ms. Cassady did a revision of the bylaws using a template provided by KASC. The things in italics are legally required to be in the bylaws. She instructed the council to review the draft bylaws this month, so we can discuss them next month.

- b. Review technology utilization policy - This policy is short and pretty much intact; however, Mr. Barger pointed out a typo in the paragraph on electronic devices. It was missing the second half of the sentence.
 - c. Review Discipline and Classroom Mgmt. Policy - There were several sections missing in this policy as well. The council was instructed to review the draft of the missing sections to discuss next month.
7. **Personnel Action:**
- a. **The Council went into closed session to consult on new hires.**
8. **Vote on Hiring: Mr. Crabtree made a motion to accept the proposed new hires:** Tracy Arflin - Math, Richard Blankenship - Social Studies, and Gary Horn - Custodian. Ms. Ritter seconded the motion, and the Council unanimously approved.
9. **Adjournment - Ms. Ritter made a motion to adjourn the meeting. It was seconded by Ms. Chaney. All were in favor. The meeting adjourned at 4:50.**

Members Present:
Danielle Cassady - chairman
Erin Ritter
Lawson Barger
Jamie Chaney
Amanda Trueblood
Morgan Crabtree
Madison Howell
Iesha Eaton

Members Absent: