

**Woodland Elementary School**  
**Regularly Scheduled SBDM Meeting**  
**November 27, 2023**

*Members Present:* Dawn Tarquinio, Barbara Cornett, Samantha Walker, Hannah Hobbs, Leeza George and Mariyam Lewis. *Members Absent:* None. *Recording Secretary:* Ashley Brus. *Guests:* None.

Call to order at 5:01 p.m.

1. Opening Business

- a. November Agenda Approval- A motion was made to approve the November agenda by *Samantha Walker* and seconded by *Leeza George*. The council members agreed unanimously with the motion to approve the November agenda.
- b. October Regular Meeting Minutes- A motion was made by *Barbara Cornett* to approve the October Regular Meeting Minutes and seconded by *Samantha Walker*. The council members agreed unanimously with the motion to approve the October Regular Meeting Minutes.
- c. Good News Report - Mrs. Tarquinio shared with the council the state assessment scores in which we increased ten points overall as well as increased in every area except for writing. These results take us out of targeted assistance status for students with special needs. We have our newly elected parent member to the council.
- d. Public Comment- None. Mrs. Tarquinio shared that Mrs. Tabb, our Library Media Specialist, has ensured the school website is up to date to include the form for visitors to fill out and submit if they wish to address the council.
- e. Meeting Norms- The council members reviewed the adopted set of meeting norms.
- f. Welcome new member- Mariyam Lewis has been elected to the council as our second parent member. She is in the process of signing up for her required training.

2. Student Achievement Report/Data

- a. Approaching Test Scores the Right Way- Mrs. Tarquinio provided the council members with an overview document of the state test scores. Next steps will be to analyze whether our goals were met and how to revise them for our work moving forward. Every week, grade levels will see and discuss their grade level goals at PLC meetings.

- i. Action Teams review- The action teams have completed a preliminary review of the state test score data. Next week, they will look at it again during the staff meeting to discuss and decide appropriate ways to divide the work to analyze the progress towards meeting the goals and a plan for next steps to address the identified areas of need.
    - b. Culture Survey and More- Mrs. Tarquinio provided the council with the results of the Culture Survey. The results show a decrease from the previous year. This month's focus is on questions 13 and 14 (Adults from my school make sure all students get what they need to be successful. My school is a place where students feel encouraged.). We are struggling with how to help our students make the connections. An action team will be tasked with discussing these results and assisting with possible next steps for addressing the identified needs.
3. School Improvement Planning
  - a. Monthly Review
    - i. **October** - 4th - Vision screenings; 6th- Fire Safety Day, last day of first quarter, fluency assessments due in spreadsheets, PA/Phonics data due in spreadsheets; 9th-13th-Fall Break; 16th-PLD (conferences); 16th-20th-Safe Schools Week; 17th-iReady Math modeling in classrooms; 19th-Fall Festival; 20th-First quarter report cards go home; 27th-October WWOOF Breakfast, October birthday celebration
    - ii. **November** - 1st-required staff meeting; 2nd-Foundational Numeracy Team training, KKids Field Trip, Family Literacy Night; 3rd-First Grade Field Trip to the zoo; 6th-7th-no school; 8th-optional staff support meeting; 9th-Glow Dance; 10th-Veteran's Day celebration, foundational numeracy SLICE walkthroughs; 16th-Family Thanksgiving Lunch, SBDM Parent election; 17th-2nd quarter midterm ends; 22nd-24th-Thanksgiving holidays; 27th-November SBDM; 29th-Soar Awards
    - iii. **December** - 1st - second quarter progress reports go home, November Writing Wall of Fame celebration, Special Education Appreciation Day; 6th-administer Fast Facts Assessments, staff meeting; 11th-iReady window opens, December PBIS meeting; 13th - Foundational Numeracy team PD, optional staff support meeting; 14th-Fast Facts data due in spreadsheet, 1st/2nd grade family meal; 15th-December birthday celebration; 18th-December SBDM meeting; 20th-January 2nd-Winter Break; 2nd-Professional Learning Day (conferences); 3rd-school resumes

#### 4. Budget Report

- a. October Schedule of Balances- Mrs. Tarquinio provided the council with a copy of the October Monthly Schedule of Balances. A motion was made to approve the October Schedule of Balances by *Barbara Cornett* and seconded by *Hannah Hobbs*. The council members agreed unanimously with the motion to approve the October Schedule of Balances.

#### 5. Committee Reports

- a. October Accident Report- The council was provided with and reviewed the October Accident Report.
- b. PBIS Committee- The council was provided with and reviewed the October PBIS Meeting Minutes. Highlighted topics included schoolwide practices and procedures for clipping off the behavior chart as well as the creation of the 2023-2024 PBIS team action plan.

#### 6. Bylaw/Policy Review/Readings/Adoption

- a. Program Appraisal- the council was provided with the Program Appraisal policy for review. Questions posed for discussion included, does the policy reflect actual practice? Does the policy contribute to student achievement? The council members agreed unanimously with answering these questions yes and there were no other questions or suggestions for revision. It is noted that the Program Appraisal policy was reviewed by the council on November 27th.
- b. Technology Use- the council was provided with the Technology Use policy for review. Questions posed for discussion included, does it provide a criteria for how technology will be used? Does it contribute to student achievement? The council members agreed unanimously with answering these questions yes and there were no other questions or suggestions for revision. It is noted that the Technology Use policy was reviewed by the council on November 27th.

#### 7. Ongoing Learning

- a. Portrait of a Learner: Are your Students Effective Communicators?- Mrs. Tarquinio shared with the council how the district is working to address this initiative. This includes the creation of a committee of the various stakeholders to discuss and plan for ways in which student productivity can be fully enhanced.
- b. IMPACT Ky Survey and SEL- Mrs. Tarquinio shared that this is a survey given to Kentucky school employees between now and December 15th to determine how they feel about

the working conditions in their school. This information is reported to the administration for understanding and goal setting. Happy staff leads to happy students and a more productive learning environment.

8. Upcoming Deadlines

- a. Comprehensive School Improvement Plan- due to the council for approval on December 18th, the school board for approval on December 21st and KDE for approval on January 1st.
9. Adjournment- A motion was made by *Samantha Walker* to adjourn the meeting and seconded by *Leeza George*. The meeting was adjourned at 6:10 p.m.