

## **SBDM Agenda**

**Glenn O. Swing Elementary  
January 18, 2024**

### **Vision Statement**

Respectful, Responsible and Ready to Learn

### **Mission Statement**

It is the mission of Glenn O. Swing Elementary to provide students with opportunities that promote high levels of achievement and build a community that inspires students to give back and love learning.

#### **1. Opening Business**

- a. Call Meeting to Order: Meeting called to order at 3:28 by Tara Macke, second by Sara Jackie.
- b. Roll Call: Katie Whalen, Chelsea Brown, Joey Frakes, Ellen Peach, Tara Macke, Sara Jackie, Niesje Witherspoon
- c. Approval of Minutes from last meeting: Minutes approved by Chelsea Brown, second by Tara Macke.
- d. Good News Report: It has been a smooth transition back after winter break. Crafts with Cops was a success before winter break. There were over 200 people in attendance and 96 students were represented. "Portrait of a Learner" students were recognized at the last board meeting. All families invited attended the board meeting. Our dance committee met to begin planning our Valentine's Dance. The dance is on February 15th from 5 PM-7 PM.
- e. Public Comment: N/A

#### **2. Climate and Culture**

- a. Enrollment Report: Council reviewed report. Current enrollment is 402 students.
- b. Behavior Report: Council reviewed report. Council did not have any questions.
- c. FRYSC Report: Council reviewed report. Council asked for clarification on the totals for the FRYSC report.

#### **3. Bylaw or Policy Review/Readings/Adoption**

- a. Writing Policy- 1st Read: Council reviewed the policy. Council recommended changing Common Core Standards to KAS and changing the types of writing to match KAS. Council recommended removing writing folders and poetry from the policy. Council recommended sending the policy out to teachers for their input before the 2nd read.
- b. Discipline Policy- 1st Read: Council reviewed the policy. Council recommended adding administration to the email list for behavior referrals. Council recommended removing "timeouts" and changing it to "appropriate intervention". Council recommended adding "entering what the student did and said" for behavior referrals. Council recommended adding that special area teachers are responsible for following protocols listed above.

#### **4. School Improvement**

- a. CSIP Goal Progress Monitoring - Goal 1. Measure: unit Assessment Data Review: Council reviewed unit assessment data on cumulative data sheet.

#### **5. Budgets**

- a. Activity Account Budget: Council reviewed budget.
- b. SBDM Budget: Council reviewed budget.
- c. Title I Budget: Council reviewed budget.
- d. FRYSC Budget: Council reviewed budget.

#### **6. Adjournment- Meeting adjourned at 4:03 by Tara Macke, second by Katie Whalen.**

Holmes High School  
Principal Advisory Meeting

SBDM Members:

Tony Magner, Co-Chairperson

Angela Turnick, Co-Chairperson

Jon Hopkins, Teacher Representative

Jon Beiersdorfer, Teacher Representative

Ben Brown, Teacher Representative

Meeting Minutes: January 08, 2024

Meeting was called to order at 3:30 p.m. by Tony Magner

**1. Opening Business**

- a. Present - Tony Magner, Jon Beiersdorfer, Renee Fuston, Jon Hopkins, Ben Brown, Angie Turnick

Guests - Dona Breadon

- b. **Good News Report** – Tony Magner stated that the renovations have started and are running great. They are gutting the Ad Bldg 1<sup>st</sup> and 3<sup>rd</sup> floors. Classrooms have been relocated throughout the campus. Chapman renovations will begin in April. Jon Hopkins said that Saturday School has been averaging 20 students each week. Saturday School will start back up on January 20<sup>th</sup>. Holmes has two students signed up for HOBY: Carter Bell and Riley Baker. He hopes to add two more students this month. ICU has 2000 completed assignments.
- c. **Technology** – Tony Magner said that they have ordered mice for iPads for students to complete ILPs and to complete IEPs.

2. **School Improvement Planning Report** – Tony Magner stated that in the email he sent to the committee, he attached a School Improvement Plan. He asked everyone to review it and send any questions, comments or concerns to either Angie Turnick or him. He also said that the TSI status was mainly due the performance of our Hispanic students compared to their counterparts across the state, and Special Education performance, compared to their counterparts across the state. Jon Beiersdorfer asked how do we make the decision of our percentage goals. Tony Magner said that the state calculates it for a three-year time frame. He is not sure what the formula is. Suggested that perhaps it is gauged by the performance of the schools. The CSIP has an increased focused on how to best support our Hispanic students and our students with IEP's.
3. **Budget Report, Budget Allocations** – Tony Magner stated that the attendance is lower than anticipated therefore our budget will be decreased \$8700 for next year. Mentioned that they did not include BVA students in the attendance report. Also, they will take money away if not used by March 31<sup>st</sup>.

4. **Other Committee Reports** – nothing to report.

5. **By Laws** – nothing to discuss

6. **New Business** -

- a. **Curriculum/Instruction** – Tony Magner – The next focus visit is scheduled for January 9<sup>th</sup> from 12:00 – 3:00. Also mentioned using Elliott tools and what went with the KSA test scores (see packet attached to email) to determine what teachers need in classrooms.
- b. **Enrollment/Attendance** – Enrollment: 888                      Attendance: 91.95%
- c. **Staffing Updates:** Tony Magner stated that a security guard has been hired. He started today. Still looking for a business teacher and an ELL teacher.

Meeting adjourned at 3:47.

## Opening Business

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Meeting called to order at: 5:40 PM

Council members present: Lee Turner, Alisha Grosser, Katie Threet, Andy Price, Lauren Wassler, Jessie Heizer

Others present, if known: Bradie Bowen, secretary

- a. Approval of the Agenda  
**Motion: Wassler      Second: Grosser      Decision: consensus**
- b. Approval of November meeting minutes-  
**Motion: Wassler      Second: Grosser      Decision: consensus**
- c. Good News Report- Despite the loss we suffered last week, the staff rallied around one another and the students. District staff, led by Dr. Wilkerson, provided us with tremendous support. Our staff attendance has been higher over the last few days than it has been all year.
- d. Public Comment- None

## Student Achievement Report/Data

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- a. Month 4 attendance- 94.18%

## School Improvement Planning

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- a. CSIP approval- We will continue to review the different sections of the CSIP starting next month.

## Budget

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- a. 23-24 Current Budget Update- We have received the evacuation chairs and classroom chairs needed by one of our special education students. District covered the full cost of the chairs and the special education director covered half the cost of classroom chairs. We purchased A/B honor roll shirts and hats for students. We also covered the cost of a trip to Silverlake for students who score proficient/distinguished on their benchmark tests. (Our next trip will also include students who show growth on the test.) We have also purchased shirts for parents next year to be given out as a reward when all sports-related paperwork is submitted. We are planning on creating our own online spirit store as well.

## Committee Reports

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- a. Committee updates- Ms. Bowen has a list of staff who have not yet signed up for committees and will meet with each this week to get them signed up.
- b. Next Steps- Bowen will create a protocol document for all committees regarding meetings, minutes, and agendas.

## Bylaw or Policy Review / Readings / Adoption

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- a. Committee Policy Review- There was no discussion. Council agreed to vote on the Bylaw document.  
**Motion: Price      Second: Wassler      Decision: consensus**
- b. Policy review- Emergency Plan Policy- 1st read discussion: What happens to the emergency systems (buzzers, Raptor, phone lines) when the internet is down? Is there a back-up plan for these situations? Formatting issues addressed and will be corrected for second read in February. There was a motion to approve the first read.  
**Motion: Heizer      Second: Wassler      Decision: consensus**
- c. Policy review- AED Plan Policy- 1st read discussion: Do the staff know where AEDs are located? Is there a district policy on the portable AEDs for field trips? Do we need our own policy for this? Minimum number of staff to be trained was a concern by Wassler. Price suggested changing the number to 5. After discussion, we decided to

research the suggested number of staff trained further before accepting the policy. There was a motion to revisit the policy once we did additional research.

**Motion:** Grosser

**Second:** Price

**Decision:** consensus

## Old Business

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No old business

## New Business

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- a. No Tech Tuesdays- Focus on these days will be writing to learn, this will also help adults and students prepare for when tech fails. Discussion: Mr. Turner will send a reminder what NTT looks like. We will switch the ELA workday scheduled during Pride time on Tuesday for SEL to eliminate the need for iPads. If tests are set to be on Tuesdays they will need to be rescheduled. Teachers can use tech to take attendance, keep PBIS points, and use Ehall pass to issue Teacher proxy passes. We want students to be completely unplugged for the day. iPads will be left in the charging carts and will not be picked up at all on Tuesdays.
- b. NJHS- National Junior Honor Society is in the planning stages with Molly Russell leading the implementation. We've had 7 teachers volunteer to help run the program. We will update more as the program develops.

## Ongoing Learning

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- a. Principal PLCs- Teach Like a Champion book study is Mr. Turner's focus. We have scheduled NKCES to attend PLCs when Mr. Turner is scheduled for district leadership meetings. This began two weeks ago with a session on legalities related to implementation of student IEPs, PSPs and 504 plans. We also discussed differentiation and modification of student work.

## Upcoming Dates

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- a. February 29, 2024- Next SBDM meeting
- b. Benchmark Testing window- February 5-23

## Adjournment

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Prior to adjournment, Ms. Threet asked if we could discuss holding an 8th grade formal dance and also asked about two way translators for our students who speak Swahili. Grosser explained that in order to use Google translator with Swahili, statements need to be delivered in a short, concise manner. Grosser offered to work with Threet to show her examples. Bowen will send contact information for Susan Pastor-Richard to come model in her classroom.

Mrs. Wassler asked if we could talk through safety and how teachers feel about it at HMS. She talked about an alert program her friends at Princeton schools have implemented and agreed to send us the information about the system. She asked about metal detectors- if there had been discussions and if we had ever had the conversation with our current students and staff regarding safety. Ms. Grosser asked if our windows were bulletproof. We agreed to follow up about the safety questions.

A motion was made to adjourn the meeting.

**Motion:** Price

**Second:** Wassler

**Decision:** consensus

**Meeting adjourned:** 6:50

**Latonia Elementary  
SBDM Minutes**

**01/10/2024**

The meeting did not take place due to lack of quorum.

The next meeting will take place on Wednesday, February 14, 2024 at 4:00.