

**SBDM Minutes**  
New Highland Elementary School  
Regular SBDM Meeting  
November 24, 2025, 4:00 p.m.

1. Opening Business - M. McDaniel

a. Call meeting to order/attendance

The meeting was called to order by Dr. McDaniel at 4:00pm. The members present were Kristen Hand, Sarah Banker, Lana Honaker, Shanquet Cisse, and Nick Mathers. Visitors present were Ms. Ling and Tonya Desjardins.

b. Approval of agenda

Motion to approve the agenda was made by Sarah Banker seconded by Lana Honaker, all in favor.

c. Approval of previous meeting's minutes

Motion to approve the Oct 22, 2025 minutes was made by Sarah Banker, seconded by Nick Mathers, all in favor.

d. Good news report

\*Learning check #2 complete

\*New teachers with TIMP Cycle I complete

\*Ms. Maxwell has started virtual speech schedule

\*First fire drill using Raptor Alert System - student accountability

\*FRC- did food drive, hats off to helping-stable housing

\*Veteran's program was a success

\*Ms. Blair and the cafeteria staff provided a wonderful holiday meal. Families of 1,3,5. Next month will be K,2,4.

\*Sped dept. Hosted a potluck for Oct birthdays. First grade is hosted Nov's birthday.

\*First dance for grades 3-5 was a success and raised over \$1,000.

\*Students and staff enjoyed the JHHS homecoming parade.

\*Bullpup Club Mentors has started- partnership with BGMS works with 1st -3rd.

\*Students participate in Fire Safety

\*Book character day- Special Area Team won

\*Spirit wear is currently on sale through Wednesday

\*Bookfair will be after the holiday break

e. Public comments

No comments made

2. Student Achievement/Planning - M. McDaniel

a. Assessment data

Dr. McDaniel went over the KSA scores from last year.

Dr. McDaniel went over the stage 3 for CSIP. Motion was made to approve CSIP by Kristen Hand, seconded by Nick Mathers, consensus reached.

b. Monthly Accident Report

Dr. McDaniel presented the report.

3. Budget Report - M. Presthus

Dr. McDaniel gave the report in place of Ms.Presthus.

4. Committee Reports - Committee Chairpersons

a. Curriculum and instruction committee (Standing Committee) - J. DeJesus

The committee will have the homework policy next month.

Writing Policy-Second Reading

Motion to approve the Writing Policy was made by Kristen Hand , seconded by Ms. Cisse, all in favor.

b. Planning and professional development committee (Standing Committee) - M. McDaniel

Consultation Policy-Second Reading

A motion to approve the Consultation Policy was made by S. Banker, seconded by K. Hand, all in favor.

Alignment with State Standards, Technology Utilization, and Program Appraisal

Policy-Second Reading

A motion to approve the Alignment with State Standards, Technology Utilization, and Program Appraisal Policy was made by S. Banker, seconded by S. Cisse, all in favor.

c. School culture and resource committee (Standing Committee) - I. Ling

\*Budget and Spending Policy-First Reading

This was tabled until the next meeting.

\*Instructional and Non-Instructional Staff Time Assignment Policy-First Reading

Motion was made by K.Hand seconded by N. Mathers, consensus made.

\*School Space Use Policy-First Reading

Motion was made by K.Hand seconded by S. Banker, consensus made.

\*Student Assignment Policy-First Reading

Motion was made by K.Hand seconded by N. Mathers, consensus made.

\*Wellness Policy-First Reading

Motion was made by S. Cisse seconded by N. Mathers, consensus made.

\*Parent Involvement Policy-First Reading

Motion was made by K.Hand seconded by N. Mathers, consensus made.

d. Positive Behavior Intervention and Support (PBIS) committee (Standing Committee) - A. Jones

Dr. McDaniel presented the report for Ms.Jones.

e. Budget Committee (Adhoc Committee) - K. Hand

\*The first dance was a success and raised over \$1,000.

\*Winter Formal- Dec 12, 2025 for 3-5

\*Blanket sale for Jan.

\*Ms. Blair is doing smelly pencils for Feb.

5. New Business - M. McDaniel

- a. Dates of completed/anticipated council member training for new members

All members have completed training.

6. Adjournment - M. McDaniel

Dr. McDaniel made a motion to adjourn the meeting at 5:55pm, First by Lana Honaker and seconded by Ms. Cisse, all in favor.

Secretary: Tonya Desjardins