

Lincoln Trail Elementary
Site Base Decision-Making Council
December 9, 2025
Meeting Minutes

Kelly Miller, chairperson of the LTES SBDM Council called the meeting to order at 2:45 PM. Members present were Tracy Hardeman, Lindsey Garverich, Teress Rachel and Casey Robichaud. Casey Robichaud made the motion to approve the meeting agenda. Lindsey Garverich seconded the motion. **Motion 26-21** Carried.

Tracey Hardeman made the motion to approve the November Meeting Minutes. Casey Robichaud seconded. **Motion 26-22** Carried.

Consult to Hire- Mrs. Miller announced the hiring of a full time certified teacher to Stevie Cain and Classified staff Melissa Porter and Kimberly Dunn.

Good News Report- The Thanksgiving Holiday meal was successful. The cafeteria staff served over 900 lunches.

Iready is under way and the first day has gone well.

Student Achievement- Mrs. Miller went over the KSA data!!

Lincoln Trail has a blue rating overall!

Reviews/Approval- The council reviewed CSIP PHASE III

Lindsey Garverich made the motion to approve. Teress Rachel seconded.

Motion 26-23 Carried.

Reports- The council reviewed the school's Student Activity Budget, the Accident, PBIS data and Enrollment Reports for the month of November.

Upcoming Deadlines/Events-

Pre K guest lunches will be held on 12/11 and 12/12

1st grade Shared Writing will be held on 12/12

2nd and 4th grades guest lunches will be on 12/17

The kindergarteners will be having their field trip on the Polar Express along with Santa on 12/19

Classroom celebrations will be held on 12/19

Winter break is 12/21-1/05 No school for students on 1/05 (teacher PLD)

School resumes for students on 1/06

The next Site Base meeting will be held on Monday, January 12, 2026

Adjournment-Casey Robichaud made the motion to adjourn. Teress

Rachel seconded the motion. **Motion 26-24** Carried. The meeting ended at 3 PM.