

SBDM Minutes
New Highland Elementary School
Regular SBDM Meeting
December 17, 2025, 4:00 p.m.

1. Opening Business - M. Vessels

a. Call meeting to order/attendance

The meeting was called to order by Dr. Vessels at 4:02 p.m. The members present were Kristen Hand, Sarah Banker, Lana Honaker, Shanquet Cisse, and Nick Mathers. Visitors present were Ms DeJesus and Tonya Desjardins.

b. Approval of agenda

A motion to approve the agenda was made by K. Hand, seconded by L.Honaker. All in favor.

c. Approval of previous meeting's minute

A motion to approve the November 24,2025 minutes was made by S. Banker, seconded by S. Cisse.All in favor.

d. Good news report

Winter Holiday Meal

iReady Testing Update

Teachers did a good job reaching out to families on NTI day

Staff Christmas party

Staff doing secret santa gifts

Christmas trivia

Good visit for Ms. Morgan

K-2 Christmas program

e. Public comments

No comments made

2. Student Achievement/Planning - M. Vessels

a. Assessment data-iReady Report

Dr. Vessels shared with the committee the results.

b. Monthly Accident Report

3. Budget Report - M. Presthus

Dr. Vessels gave the report.

4. Committee Reports - Committee Chairpersons

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

Homework Policy First Reading

Motion to approve was made by N. Mathers, seconded by K. Hand. All in favor.

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

Professional Development Update

DBQ Purchase

- c. School culture and resource committee (Standing Committee) - I. Ling
 - Budget and Spending Policy-First Reading
 - Dr. Vessels presented the report for Ms. Ling.
 - A motion to approve was made by S. Cisse, seconded by N. Mathers. All in favor.
 - Instructional and Non-Instructional Staff Time Assignment Policy-Second Reading
 - A motion to approve was made by K. Hand, seconded by S.Cisse. All in favor.
 - School Space Use Policy-Second Reading
 - A motion to approve was made by N. Mathers, seconded by S. Cisse. All in favor.
 - Student Assignment Policy-Second Reading
 - A motion to approve was made by N. Mathers, second by S. Cisse. All in favor.
 - Wellness Policy-Second Reading
 - A motion to approve was made by S. Cisse, second by K. Hand. All in favor.
 - Parent Involvement Policy-Second Reading
 - A motion to approve was made by S. Banker, and second by N. Mathers. All in favor.
- d. Positive Behavior Intervention and Support (PBIS) committee (Standing Committee) - A. Jones
 - Committee Updates
 - Dr.Vessels presented the report for Ms. Jones. We are to have a PBIS dance party on Friday, Dec. 20, for the month of December.
- e. Budget Committee (Adhoc Committee) - K. Hand
 - Committee Updates
 - Winter Formal rescheduled for Jan. 9th.
 - In the New Year 2026 they will be selling New Highland Blankets.

6. Adjournment - M. Vessels

- L. Honaker made a motion to adjourn the meeting at 5:09, seconded by S. Banker. All in favor.

Secretary: Tonya Desjardins