

Woodland Elementary School

September SBDM Minutes

November 13, 2025 4:00 pm

Members Present: Brandon Thompson, Eric Bristol, Beth Burks, Moriah Hourigan, Deidra Winburn, and Andrea Green.

Recording Secretary: Beth Burks.

Meeting called to order at 4:01 pm.

1. Opening Business

- a. Agenda Approval- A motion was made to approve the November agenda by *Beth Burks* and seconded by *Andrea Green*. The council members agreed unanimously with the motion to approve the November agenda.
 - i. Link to [October Minutes](#) - A motion was made by *Beth Burks* to approve the October Regular Meeting Minutes and seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the October Regular Meeting Minutes.
 - ii. Good News Report
We have hired Ms. Betty Kim to be placed in Mrs. Casey's teaching position in 1st grade. We are still in the process of hiring for the other 1st grade class and the 4th grade SPED positions. Both positions have candidates that have applied. We are in the process of reviewing applications to move forward with interviews.
- b. Public Comment
- c. [SBDM Bylaws](#)
- d. [Meeting Norms](#)

2. School Improvement Planning

- a. Monthly Review
 - i. **October** - FALL Festival is scheduled for October 2nd. Teachers were given a double planning period on the last day of school before Fall Break for giving time during Fall Festival. We will be giving Paras an extended lunch time for volunteering for the Fall Festival soon. October 29th - North End Elementary Principal Walkthroughs for Math lessons. October 31st - Halloween parties, Club Day. Students may wear costumes or PJs to school.
 - ii. **November** - November 3rd - School dismissed (FDEA). November 11th - Veteran's Day program at 9:30. November 20th - Thanksgiving Lunch 1st & 2nd grade families. November 26th, 27th, 28th - School dismissed (Thanksgiving). KSA scores from the 24-25 school year will be released to the public on November 19th. A staff faculty meeting will take place prior to Wednesday. TBA
 - iii. **December** - iReady Winter Diagnostic Goal Setting takes place the week we return from Thanksgiving Break. 1st-5th. iReady Assembly takes place on the

8th for Good Faith Effort and Test Effort. iReady Winter Diagnostic testing will take place December 9th - December 12th (makeups will occur the following week); December 18th - iReady Effort Assembly (celebrating growth/goals)

3. Budget Report

- a. [October Balance Report](#) - A motion was made by *Beth Burks* to approve the October Balance Report and seconded by *Moriah Hourigan*. The council members agreed unanimously with the motion to approve the October Balance Report.
- b. [ESS budget](#) (Adjustments will be made once we begin our new mentor program)
- c. [Title I Budget](#)
 - i. Approval needed for an adjustment in salaries to Title funds.
 - ii. (KDE has approved the budget, the federal government HAS released funds at this time. We can now begin to spend our Title funds!)
 - iii. A motion was made by *Beth Burks* to approve the Title I Budget and seconded by *Andrea Green*. The council members agreed unanimously with the motion to approve the Title I Budget.

4. Committee Reports

- [PBIS](#)
 - [MTSS](#)
 - [Culture and Climate](#)
- a. [Accident Report](#)

5. Student Achievement Report/Data

- a. KSA Data will be under embargo until November 18th. Public release of KSA scores will occur on November 19th.

6. Bylaw Review/Readings/Adoption

7. Old Business

- a. Phase I & Phase II of the CSIP are complete and have been processed.

8. New Business

9. Upcoming deadlines

- a. Phase III of the CSIP is due on December 1st, 2025.

10. Adjournment - A motion was made by *Beth Burks* to adjourn the meeting and seconded by *Eric Bristol*. The meeting was adjourned at 4:51 p.m.