

SOUTHERN ELEMENTARY

SBDM Minutes

July 27, 2022

2:30 PM

Conference Room or [Join by Zoom](#)

Members Present: Jennifer Kennedy, Leigh Ann McLaughlin, Trisha Manning, Matt Ledbetter, Jennifer Casebolt

Jennifer Kennedy made a motion to begin meeting at 2:36 pm,

Trisha Manning seconded

Opening Business

- a. Approval of the July 2022 Agenda
 - o Motion to approve made by Trisha Manning, seconded by Jennifer Kennedy
- b. Approval of June 2022 Minutes - [June Minutes](#)
 - o Motion to approve made by Jennifer Kennedy, seconded by Jennifer Casebolt
- c. Good News Report
 - o Casebolts wall got painted over this summer
 - o PTA meeting and there were new people that were interested
 - o New PTA meeting is on August 1st
 - o Kindergarten transition week was fun and helpful for our students
 - o Southern Spruce Up Day – Saturday at 9:00 am
- d. Public Comment
 - o N/A
- e. Meeting Norms
 - o Norms approved by council

Student Achievement

- a. [Assessments](#) for the 21-22 school year
 - o Still in draft form, but the major assessments and testing window
 - o Instructional Leadership Team will help to determine dates for assessments
 1. Casebolt question - Kindergarten taking MAP testing? – LAM will look into

School Improvement Planning (SIP)

- a. [21-22 SIP](#)
 - o LAM reviewed the sip with council and went over the goals
 - o Committee will be supporting the CSIP
 - o This will be on the agenda over the course of the year at least three times
 - o Four goals for Elementary
- b. [KDE School Improvement Planning Document](#)

Budget & Staffing

- a. Budget Reviews - [July Budget](#)
 - o Operate from three different budgets - Section 6
 - Focusing on page 1 and page 2

Important Dates & Deadlines

Aug 1-Oct 1 — Phase One of School Improvement Planning: Continuous Improvement Diagnostic; Progress Monitoring continues through Dec 1

Aug 5 - Back to School Orientation
5:30 pm - 6:00 pm Last Names A-M
6:15 pm - 6:45 pm Last Names N-z

Prior to August 10 — Principal will review Emergency Plan with all school staff

Aug 10 - First Day of School

Aug 19 - No School for Students
Staff Development Day

- SEEK funds – \$54,833.91
 - We currently get around \$116 from the state, potentially more from the district level
 - Spring of each year, council reviews the proposed budget
 - Guidance Counselor, Library, Principal's Office, Regular Instructional
 - Color copier this year– still waiting to hear from district about this
 - Student Activity Fund budget
 - Title I budget
 - Carry-forward– currently at \$0, but what was leftover has not been allocated from the district yet
 - Fee Waiver - performance, field trips
 - Supplemental Duty Academics
 - ESS 6/30/2022 end of grant– we still have \$\$ from last years ESS program
- b. Staffing
- Intervention Teacher position
 - 1.0 Certified
 - PBIS Coach/MTSS Coordinator/Intervention
- c. Consultation- motion to go into closed session we went into closed session at 3:24pm.

We came out of closed session at 3:32pm

Committee Work

- a. [Review Policy](#)
- Going over copies of Committee Policies
 - Added community involvement with the Family Engagement Committee
 - Wanting feedback on the social committee
 - Testing buddies starting at the beginning of the year
- b. Committee Sign Ups

Bylaw or Policy Review / Readings / Adoption

- a. Bylaws Review
- b. Consultation Policy - Revisions and 1st Read
- Council will look at policies

New Business

- a. Council "To Do" List / Required Documents
- i. Set meeting schedule
 - 3:15 on the 4th monday
 - Tuesday before will be SBDM committee meetings
 - ii. [Email notification document](#)
 - LAM Had council review and sign
 - iii. Your Duty Under the Law / [signature](#)
 - LAM had council review at 3:54 PM
 - iv. [Managing Public Records](#)
 - Lam had council review at 4:04 PM
 - v. [Freedom of Speech and Religious Freedom Laws](#) / share & document
 - LAM had council review at 4:08 PM
 - vi. [Records Retention Document](#) / share
 - LAM had council review at 4:10 PM
 - vii. [Council Training](#)

- LAM had council share if they had signed up for training- all council members are signed up for September training
- viii. [Background Checks for Parent Members](#)
- Manning must get background check and has been notified by LAM

Adjournment

Motion to adjourn made by Jennifer Casebolt, seconded by Jennifer Kennedy
Meeting adjourned at 4:09 PM