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Tates Creek Elementary

SBDM Agenda/Minutes

July 20, 2020

Beginning Time: 5:00

Ending Time: 7:40

*Mission: TCE is a connected, driven family that goes HARD with PURPOSE.*

Members Present: Kaye Cambron, Tara Davis-Cassity, Michele Ferguson, Erika Hranicky, Carrie Paul, Katie Walker

Secretary: Holly McCauley

Others Present: Motsch Family, Hammond Family, Jenny Borders

Item #1: Welcome and Call to Order

Action Needed: Consensus

Presenter: Carrie Paul

E. Hranicky motioned to call the meeting to order at 5:04. T. Davis Cassity seconded and the motion was carried by consensus.

Item #2: Approval of the Agenda

Action Needed: Consensus

Presenter: Tara Davis-Cassity

T. Davis Cassity motioned to approve the agenda. M. Ferguson seconded and the motion was carried by consensus.

Item #3: Approval of Previous Meeting Minutes

Action Needed: Consensus

Presenter: Tara Davis-Cassity

K. Walker made a motion to approve the June 2020 minutes. T. Davis Cassity seconded and the motion was carried by consensus.

Item #4: Good News Report/Celebrations/Student Presentations

Action Needed: Provide Celebrations that are SBDM related.

Presenter: Michele Ferguson

Kaye has joined the committee and everyone is eager to have her join in.

Eden, Emalyn, Elijah and Elliana Motsch shared they have liked Imagine Learning because it explains things better, it has games, and it's different from what they have done in the past.

Khloe and Maria Hammond shared that the creativity camp with Ms. Nancy was full of making creations such as: clouds, trees, cows, fireworks, bracelets all from cotton balls, tissue paper, erasers. etc.

Kaye enjoyed working with both summer camps and it was good to see different students and stay in touch with them over these summer months.

Item #5: Public Comment (Items on Agenda)

Action Needed: None

Presenter: Carrie Paul

There were no public comment items on the agenda.

Item #6: SBDM Trainings

Action Needed: Sharing Out and certificates

Presenter: Kaye Cambron

Initial 6 hour training has been completed by K. Cambron in June. C. Paul, K. Walker, E. Hranicky attended a training session for experienced members and had an element about having hard conversations when necessary. M. Ferguson and H. McCauley attended a training session for experienced members that touched on leadership skills and prioritizing needs in a school. T. Davis Cassity is scheduled for an August training session.

Item #7: SBDM Norms

Action Needed: Develop and Agree Upon

Presenter: Carrie Paul

Council discussed having norms set for the 2020-2021 school year to help further the work of the school with productive meetings. The norms agreed upon are as follows:

1. Be a fully participating open communicator who is open minded towards the views of others.
2. Utilize the committee process to ensure that we have stakeholder input.
3. Focus on using data and CSIP goals to guide questions and discussion about the needs of the school.
4. Stay solution focused with the topics at hand.

Item #7: Meeting Schedule 2020-2021

Action Needed: Consensus

Presenter: Erika Hranicky

Council discussed the meeting schedule and is planning for SBDM meetings to occur the second Tuesday of each month at 4:30.

T. Davis Cassity made a motion to approve this meeting schedule. K. Walker seconded and the motion was carried by consensus.

Item #8: Introduction to SBDM

Action Needed: Read and Discuss; *Your Duty Under the Law and Managing Government Records, Email Notification Agreement and Background/CAN check.*

Presenter: Carrie Paul

Council reviewed these documents and covered these topics. An email will be sent with information from the signature sheet and a response email will suffice for a digital signature.

Item #9: [ByLaws](#)

Action Needed: 1<sup>st</sup> Reading

Presenter: Katie Walker

Council reviewed bylaws and discussed ways to share upcoming meeting dates and minutes with stakeholders. It was discussed placing dates in the parent newsletter, have hard copies in the office, and then send minutes via an email.

M. Ferguson made a motion to approve the first reading of the SBDM ByLaws. E. Hranicky seconded and the motion was carried by consensus.

Item #10: Budget

Action Needed: Discussion

Presenter: Carrie Paul

Munis opened today (July 20, 2020) for the 2020-2021 school year and no movement has happened in accounts. The budget will have elements to review for the next SBDM meeting.

#### Item #11a: Staffing

Action Needed: Consultation

Presenter: Carrie Paul

K. Cambron motioned to go into closed session at 6:26. E. Hranicky seconded and the motion was carried by consensus.

E. Hranicky motioned to leave closed session of 6:35. M. Ferguson seconded and the motion was carried by consensus.

Council was consulted on the following position:

Vicki Bullion - 4th grade GTAP classroom

#### Item #11b: Staffing

Action Needed: Discuss 2020-2021

Presenter: Carrie Paul

Council discussed opening up the vacated 4th grade position for interviews to fill before day 4 count. Council will discuss at the next meeting how we might approach part time intervention positions in light of what could be a different formatted 2020-2021 school year. A group of varied stakeholders of the school will be collecting information from staff groups on input from NTI experiences to help guide decision making for the 2020-2021 school year.

#### Item #12: IB Update

Action Needed: Share Out

Presenter: Michele Ferguson

Feedback from the IB PD will be shared with SBDM via an email format. Overall takeaways from admin: everyone at TCE is at a very different place with their IB experiences so it was hard to have consensus on the overall experience of the PD itself.

#### Item #13: Committee Policy

Action Needed: 1<sup>st</sup> Reading

Presenter: Carrie Paul

Council looked at the committee policy and acknowledged elements might need to change, but feel in the light of a school year that might be formatted very differently this will be an area for future change.

K. Walker motion to approve the 1st reading of the committee policy. K. Cambron seconded and the motion was carried by consensus.

Item #14: Committee Members

Action Needed: Appointment

Presenter: Katie Walker

Council asked that admin create a draft of committee member assignments for the 2020-2021 school year to bring back for vote in the next SBDM meeting.

Item #15: Items for Next Agenda

Action Needed: Discussion

Presenter: Erika Hranicky

appointment of committee members

Item #16: Items for Next Meeting

Action Needed: Discussion

Presenter: Erika Hranicky

No items for next meeting

Item #17: Gratitudes, Motivational Sharing, Closure

Action Needed: Discussion/Adjourn

Presenter: Carrie Paul

K. Walker shared that she feels grateful in the acknowledgement that NTI can be improved upon. K. Cambron felt free to share her feelings during SBDM. E. Hranicky is grateful we have a 4th grade GTAP teacher. C. Paul is grateful that we are a committee that is willing to have great conversations to make us all better. M. Ferguson is grateful for good discussion.

K. Walker motioned to adjourn at 7:40. Seconded by K. Cambron and the motion was carried by consensus.