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Tates Creek Elementary

SBDM Agenda/Minutes

March 9, 2021

Beginning Time: 4:34 Ending Time:

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: Rhys Frasier, Candace James

Item #1: Welcome and Call to Order

Action Needed: Consensus

Presenter: Carrie Paul

T. Davis Cassity motioned to call the meeting to order at 4:45. M. Ferguson seconded and the motion was carried by consensus.

Item #2: Approval of the Agenda

Action Needed: Consensus

Presenter: Carrie Paul

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

Item #3: SBDM Norms

Action Needed: Review

Presenter: Tara Davis-Cassity

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 #4: Good News Report/Celebrations/Student Presentations

Action Needed: Provide Celebrations that are SBDM related.

Rhys Frasier joined and played some music selections on his trumpet. Ms. James coordinated this mini concert for us and the council was grateful to see our arts department in action!

Presenter: **Carrie Paul**

Item #5: Public Comment (Items on Agenda)

Action Needed: None

Presenter: Carrie Paul

Item #6: Approval of [Previous Meeting Minutes](#)

Action Needed: Consensus

Presenter: **Erika Hranicky**

K. Walker made a motion to approve the February 2021 minutes. K. Cambron seconded and the motion was carried by consensus.

Item #7: [Instructional and Non-Instructional Staff Time Assignment Policy](#)

Action Needed: 2nd Reading

Presenter: **Carrie Paul**

E. Hranicky made a motion with the change of “by May” and to include the intent form for number 1 under assignments based on criteria on the first reading of Instructional and

Non-Instructional Staff Time Assignment Policy. T. Davis Cassity seconded and the motion was carried by consensus.

M. Ferguson made a motion to approve the 2nd reading. K. Cambron seconded and the motion was carried by consensus.

Item #8: [Assignment of School Space Policy](#)

Action Needed: 2nd Reading

Presenter: Carrie Paul

K. Cambron made a motion with the addition of wording to include using seniority to determine if a room that is open and the changing the wording on having staff come to the Principal with concerns/requests on room assignments on the first reading of Assignment of School Space Policy. K. Walker seconded and the motion was carried by consensus.

K. Walker made a motion to approve the 2nd reading. K. Cambron seconded and the motion was carried by consensus.

Item #9: Budget

Action Needed: Discussion of February-March budget

Presenter: Carrie Paul

C. Paul reviewed the budgets from the past two months.

PO, Review of all accounts, supplies. A clarifying email will be sent to ensure not only that we order new supplies, but items that need to be replaced after items were sent home for virtual use.

C. Paul shared our summer school proposal for students to attend both 3 week sessions. The summer school day will include guided reading, P.E., math standards to be determined by student need, SEL, fine arts performance, and a field day type ending to a session. Students will be invited based upon attendance, ELL needs, SPED needs, and GT needs. Community partners will be used to the best of healthy at school guidelines will permit.

K. Cambron motioned to approve summer school proposal. E. Hranicky seconded and the motion was carried by consensus.

C. Paul shared our ESS proposal will include buying a book vending machine to use tokens earned by students to “purchase” books. The purchase of Accelerated Reader and having book clubs after school to kick off our reading initiative.

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

Item #10: Staffing

Action Needed: Discussion

Presenter: Carrie Paul

M. Ferguson motioned to reduce by one instructional assistant and keep remaining staff purchasing in order to balance our workbook that is currently sitting at an overage. K. Cambron seconded and the motion was carried by consensus.

Item #11: Items for Next Agenda

Action Needed: Discussion

Presenter: Erika Hranicky

special called, ESS proposal, SBDM election determination

Item #12: Public Comment (Items on Agenda)

Action Needed: None

Presenter: Carrie Paul

Item #13: Gratitudes, Motivational Sharing, Closure

Action Needed: Discussion/Adjourn

Presenter: Carrie Paul

K. Walker is grateful for kids back in the building and sees the difference it is making. K. Cambron is thankful for her team and helping make plans and support her class. M. Ferguson is happy for some wonderful news in her life. T. Davis Cassity is grateful for Aidan making it back to in person learning. E. Hranicky is happy for the flexibility of virtual learning for her own kids.

T. Davis Cassity made a motion to adjourn at 6:41. K. Walker seconded and the motion was carried by consensus.