

**Southern Middle School
SBDM Council Meeting
Official Minutes
December 17, 2020
4:15 P.M.**

Call to Order:

Members Present: Kevin Payne Mike Tencza Ginger Banks
Donna Gay-Tyler Mary Ellen Hunt Stephen Gerken Emily Tillett
 Sarah Williams Stephanie Grinnell John Dabney Lisa Fluharty
 Rhonda Jackson

1. Call to Order/Agenda Approval

Action Required: Review

Decision Required: Approval (Y/N, other)

The agenda was reviewed. No changes were recommended.

Steve Gerken made a motion to approve the agenda: Rhonda Jackson seconded the motion. Consensus was reached to approve the agenda.

Decision Required: Approval

Follow Up: Implement Agenda

Due Date: December 17, 2020

Responsible Party: Kevin Payne

2. Minutes Approval – 11-19-20

Action Required: Review

Decision Required: Approval (Y/N, other)

The minutes from November 19th were reviewed. No changes were recommended.

Emily Tillett made a motion to approve the minutes from November 19, 2020; Stephanie Grinnell seconded the motion. Consensus was reached to approve the minutes from November 19, 2020.

Decision Required: Approval

Follow Up: Publish Minutes

Due Date: December 24, 2020

Responsible Party: Jennifer Pack

3. Good News

Action Required: Review

Decision Required: n/a

Mr. Payne shared that the coat drive was a success. These were donated 63 new coats to Coat to Keep the Cold Away.

An email from a Bryan Station High administrator sent an email to Traci Bruno, Middle School Director, to brag on how well SMS is doing with NTI2DL

SMS had 77 students who paid the initial deposit for the field trip to Paris and London for the summer of 2022 with EF Tours.

PTSA paid for Eddie Brown, educational comedian, to crash our Tuesday faculty meeting. SMS staff is very thankful for this and really enjoyed it.

Mr. Payne thanked the counselors and Ms. Fera of all of their work to provide a schedule for when we return to in-person instruction. Classes are under 80% of the normal classroom cap. We will be able to provide in-person instruction and mostly remote live instruction for the students with the schedule changes.

Amy Green, our incoming board member, visited SMS this morning. Mr. Payne shared many things we are doing to connect with students and continue with our teaching. Mr. Payne shared that Mrs. Green stated that SMS feels like home.

We are excited for Sandy Smith to retire after 20 years of service to spend more time with her family. She will be greatly missed.

The 7th grade had a virtual field trip at the end of October to Lexington Children's Theater, to see "Mister E of Imagination" about Edgar Allan Poe. It was partially funded through a grant and Lexington Theater.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

4. Public Input

Action Required: n/a
Decision Required: n/a

No one asked to speak at this meeting.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

5. Staffing

Action Required: Discussion
Decision Required: n/a

Rhonda Jackson made a motion to go into closed session; Steve Gerken seconded the motion. Council went into closed session at 4:48.

Lisa Fluharty made a motion to return to open session; Stephanie Grinnell seconded the motion. Council returned to open session at 4:57.

Allen Smith will be recommended for the vacant para educator position.

Decision Required: n/a
Follow Up: Recommend to IAK SS
Due Date: ASAP
Responsible Party: Kevin Payne

6. CSIP

Action Required: Discussion
Decision Required: n/a

Kevin Payne presented the CSIP for review. He stated that IAK SS wants the CSIP to basically stay the same since it was approved 2 months before we went into distance learning in March. Most of the goals we have need to be implemented with in person instruction. It is a living document and can be changed at any time. If changes are made, it will be brought to council.

Emily Tillett made a motion to approve the CSIP as written with understanding that changes made in the future will be brought to SBDM; Mike Tencza seconded the motion. Consensus was reached to approve the CSIP as written with understanding that changes made in the future will be brought to SBDM.

Decision Required: Approval
Follow Up: Submit CSIP; bring any changes to SBDM
Due Date: As needed
Responsible Party: Kevin Payne

7. Targeted Services Data

Action Required: Discussion
Decision Required: n/a

SMS administrators analyzed the data for Targeted Services based on those who attended 3 or more times.

- In 8th grade, 19 students attended at least three times. Of those students, over 50% are currently passing 5 or more classes.
- In 7th grade 21 students attended three or more times. A little over 40% of those students are passing 5 or more classes.
- In 6th grade, 19 students attended three or more time. A little over 60% of those are passing 5 or more classes.

SMS administrators feel that if we had more time, the results would have been better. If only the midterm grades were analyzed, the percentages would be higher. Several of them who attended Target Services had grades drop since

Targeted Services ended. All students who attended Targeted Services were invited to attend ESS tutoring from 4-5 Monday through Thursday.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

8. Reopening Plan

Action Required: Discussion

Decision Required: n/a

Mr. Payne and Mr. Tencza spoke about the reopening plan. This plan has been submitted to the middle school director. He will be visiting SMS tomorrow. Even though FCPS said we could deliver remote instruction asynchronously, most classes will be taught virtually one hour of the day with schedule changes. This plan was presented to council.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

9. Grading Scale

Action Required: Discussion

Decision Required: n/a

Mr. Payne stated that the change in the grading scale were discussed with the curriculum committee, teachers, etc. It feels like it is an overwhelming majority who wants a 10 point scale. The high schools and middle schools are pushing to present it to the board to change the scale. All middle school wants the change. If we were to change it now, then it will not go into effect until August since it needs board approval and the logistics to change in the middle of the year. This item is tabled until this summer.

Decision Required: n/a
Follow Up: Bring back grading scale if needed
Due Date: Summer 2021
Responsible Party: Kevin Payne

10. Policies

Action Required: n/a

Decision Required: n/a

Due to time, a discussion was held to table the policies to be presented tonight until January.

Mary Ellen Hunt made a motion to table the policies that are to be reviewed tonight until January; Rhonda Jackson seconded the motion. Consensus was

reached to approve tabling the policies that are to be reviewed tonight until January.

Decision Required: Approval
Follow Up: Bring policies to January SBDM
Due Date: January 21, 2021
Responsible Party: Kevin Payne

1st Reading:

- **Budget: Professional Development and Learning**
Action Required: Discussion
Decision Required: n/a
- **Enhancing Achievement**
Action Required: Discussion
Decision Required: n/a

11. Budget

Action Required: n/a
Decision Required: n/a

SMS budget is currently have about \$69,798 must be brought down to 15% by the end of the year. We have about \$5,000 in carry forward money from last year that must be spent prior to the end of the year. One consideration for the money is to buy Scope for the reading classes.

The following budget transfers were presented via email and need council approval.

- \$3,190 for zero hour to a cover remote section, study hall for those 7th failing;

Donna Gay-Tyler made a motion to approve the budget transfer for the zero hour; Emily Tillett seconded the motion. Consensus was reached to approve the budget transfer for the zero hour.

Decision Required: Approval
Follow Up: Make transfers
Due Date: ASAP
Responsible Party: Yolanda Fitzpatrick

- \$2,505.05 for graphing calculators

Rhonda Jackson made a motion to approve the budget transfer for graphing calculators; Stephanie Grinnell seconded the motion. Consensus was reached to approve budget transfer for the graphing calculators.

Decision Required: Approval
Follow Up: Make transfers
Due Date: ASAP
Responsible Party: Yolanda Fitzpatrick

- \$738.63 to purchase a refrigerator for FMD classroom.

Rhonda Jackson made a motion to approve transfer to purchase a refrigerator; Lisa Fluharty seconded the motion. Consensus was reached to approve the transfer to purchase the refrigerator.

Decision Required: Approval
Follow Up: Implement Transfer
Due Date: ASAP
Responsible Party: Yolanda Fitzpatrick

12. Student Achievement

Action Required: n/a
Decision Required: n/a

In January, SMS will take a test through Savas, which is the platform for our math books, to get an idea of where students are.

MAP testing will begin in January.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

13. PBIS/Discipline Update

Action Required: Discussion
Decision Required: n/a

There was no data to share.

Decision Required: n/a
Follow Up: n/a
Due Date: n/a
Responsible Party: n/a

14. Set Meeting Dates/Adjourned

Action Required: Discussion
Decision Required: n/a

Donna Gay-Tyler made a motion to adjourn; Rhonda Jackson seconded the motion. Council adjourned at 6:00.

Decision Required: n/a
Follow Up: n/a

Due Date: n/a
Responsible Party: n/a