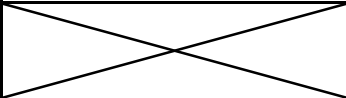



**WINBURN MIDDLE SCHOOL
SBDM MINUTES
TUESDAY AUGUST 20TH, 2019, 4:15PM ****DRAFT******

Present

Mike Hale-CO-CHAIR	Cheryl Gregoire	Carla O'Brien	Wendy Young
Stephanie Green-CO-CHAIR		Joseph Owens	
Rebecca Chappell	Karen Hanley	Chad Peavler	

Absent

Valerie Hairston

Visitors Present

April Gonzalez
T.C. Johnson

Meeting was called to order at 4:32PM.

Approval of Agenda

Ms. Green made the motion to approve the agenda; motion seconded.
Council Consensus

Approval of Minutes

Mr. Peavler made a motion to approve the July 2019 minutes; motion seconded.
Council Consensus

Public and PTSA Address

Mr. Hale has asked the PTSA to be present at our open house on Thursday, August 22nd in order to collect nominations for the two SBDM Council parent representative vacancies.

Principal Report

1. Our 6th grade orientation held on August 6th, 2019 was a success with over 500 people attending.
2. Our custodian, Julissa Paucar, will be leaving us at the end of the week for a custodial position in a district building. We want to thank her for her many years of hard work and dedication to Winburn Middle School. Ms. Paucar will be missed by everyone-Once a Warrior, Always a Warrior.

WINBURN MIDDLE SCHOOL
SBDM MINUTES

TUESDAY AUGUST 20TH, 2019, 4:15PM ****DRAFT****

3. New Hires for July-

ADMIN:

PGES COACH-Patrick Keeney

STAFF:

ART-Jenny Kittinger
DIGITAL MUSIC-Kristen Salas
ELA-Anthony Cowden
Trent Hamlin (resigned 8/17/19)
Jennifer Weatherby

GUIDANCE-Tiffany Welch (.5)
HEALTH-Matthew Satterwhite
MSD PARA-Angela Davis
SOC STUD-Frank Donnelly

VACANCIES:

1. ELA (8TH)
2. CUSTODIAN (Evening Support)

July Attendance Report

N/A

July Financial Report

Ms. Green made the motion to approve the July financial report; motion seconded.
Council Consensus

Professional Leave Requests

N/A

**WINBURN MIDDLE SCHOOL
SBDM MINUTES
TUESDAY AUGUST 20TH, 2019, 4:15PM ****DRAFT******

Field Trip Requests

FIELD TRIP	SPONSOR	
9/29/19-10/1/19 Community Leaders	Gonzalez	APPROVED. Charge to present CLP vision to SBDM post-trip on 10/8/19
9/7/19 UK Football Game	Hanley (Career Choices)	APPROVED
6/1/20-6/3/20	Hanley/Cooper (6, 7 & 8)	TABLED. Charged sponsors to provide criteria for the students to be eligible to attend the trip, provide a plan if more than 50 students wish to attend. Later dates were recommended due to inclement weather make-up days.

Ms. Green made the motion to approve the; motion seconded.
Council Consensus

Fundraiser Requests

FUNDRAISER	SPONSOR/CLASS	
Century Fundraising	Baker/Morris-BAND	APPROVED
Bumblebee Fundraiser	Milburn/Neal-ORCHESTRA	APPROVED

Mr. Hale made the motion to approve the fundraisers; motion seconded.
Council Consensus

Committee Reports

1. No committee Reports for August
2. Reviewed Committee Assignments
3. Mr. Hale made a charge to the committees to report their activities each month to SBDM either in writing or in person at the meeting. Written submissions or requests to speak need to be turned in to the SBDM Secretary by 12:00PM on the Friday before each meeting.

Action Items

1. Mr. Hale made a charge to the SBDM to review SBDM Policies 1, 2, and 3 and the WMS SBDM By-Laws for the September meeting.
2. Fundraiser procedure was reviewed. Mr. Owens made a motion to require all fundraising requests be turned in to the SBDM Secretary by 12:00PM the Friday before a scheduled SBDM meeting in order to be placed on the Agenda. Motion seconded. Council Consensus.
3. All SBDM members who were present signed email Notification Agreement and Proof of Receipt.
4. SBDM member trainings were updated and members were requested to turn in their training completion certificates to the SBDM secretary.

WINBURN MIDDLE SCHOOL
SBDM MINUTES

TUESDAY AUGUST 20TH, 2019, 4:15PM **DRAFT**

New Business

1. Student Activity Fund accounts were reviewed for non-use and the council agreed to move funds from clubs that are defunct into the general account.
2. The SBDM council has reviewed Winburn's safety policy for the 2019-2020 school year. Mr. Hale made a charge to Brandon Wilburn to work with Officer Smith to verify that all information in the Safety Policy is accurate, has the safest and/or fastest route and has been updated to reflect the most recent district safety policies. The revised safety policy is to be presented to Mr. Hale on September 3, 2019.
3. The September SBDM meeting was changed to **TUESDAY, SEPTEMBER 17TH at 4:30PM** due to a mandated district training that conflicted with the original meeting date.

Executive Session (CLOSED)

NONE

Future Agenda Items

1. Review current By-Laws
2. Review policies 1, 2, and 3.
3. CLP to present their vision to SBDM in October after their
4. Review 2019-2020 CSIP.

Adjournment

Ms. Green motioned to adjourn; seconded. Committee Consensus. Meeting adjourned at 6:03pm.

Next meeting: **SEPTEMBER 17, 2019 at 4:30PM in the WMS library.**