

GLENDOVER ELEMENTARY SCHOOL

SBDM Council DRAFT Minutes

Special Called Meeting

July 28, 2020

Members Present: Catherine Fine, Lucy Waterbury, Jason Edwards, Julia Phillips, Leslie Busch, Jennifer Russell, Tara Haywood

1. Opening Business

- a. The July 28 Agenda was approved at 5:34.
- b. The June 22 SBDM minutes were approved at 5:36.
- c. Dr. Fine asked the council members to send a short bio and picture to be posted to the Glendover Website.
- d. Lucy Waterbury suggested also posting contact information for each council member. Dr. Fine said that she would post any contact info the members were comfortable with posting on the school website.
- e. Dr. Fine reviewed the member training for new members and returning members.
- f. Dr. Fine reviewed the Prohibited Acts by Students-Rights of Students – Duties of Local Board of Education, Display of National Motto in Public Schools.
- g. Dr. Fine reviewed a proposed Glendover SBDM mission statement. She will send the sample statement to council members for feedback. The Mission Statement will be discussed and revised at the next SBDM meeting.

2. Budget Reports

- a. Dr. Fine reviewed the Section 6 allocated funds. Glendover was allocated \$56,579. There is \$5,607.47 in carryforward funds.
- b. Dr. Fine reviewed the School Activity Fund.
- c. Dr. Fine reviewed the staffing allocation and supplemental duty allocation.
- d. Dr. Fine reviewed the Title 1 Budget and School-Wide Plan. The Title 1 allocation for the 2020-2021 school year is \$151, 200. Glendover was also allocated \$4,390 for family involvement. These funds are used to fund additional ESL teachers, intervention resources, and professional learning.

3. Policies and Bylaws

- a. Dr. Fine explained where the policies and bylaws are located on the school website. She suggested that many of the policies should be updated within this school year.
- b. Dr. Fine suggested the bi-laws be revised at the September Council Meeting. Lucy Waterbury suggested updating the parent office term to two years rather than one year to create continuity in parent representation.
- c. Dr. Fine reviewed the Emergency Management Plan. Lucy Waterbury made the motion to adopt the Emergency Management plan. Leslie Busch seconded the motion. The Council approved the adoption of the Emergency Management Plan.
- d. Lucy Waterbury will be the vice chair of the council. Tara Haywood will be the secretary.
- e. Meetings will take place on the second Tuesday at 5:30 each month.
- f. The scheduled meetings will be as follows August 11, September 8, October 13, November 10, December 8, January 12, February 9, March 9, April 13, May 11, June 8.

4. New Business

a. Reopening

- Dr. Fine reviewed the reopening models presented at the July 27 School Board Meeting. The virtual academy is completely online and students will not be assigned a homeroom classroom within Glendover. NTI-2DL instruction will be facilitated by Glendover teachers and students will have a homeroom classroom.
- All students will have a Chromebook beginning in August 2020. The district will also continue to offer hotspots to families without internet access.
- The council discussed concerns about students' basic needs being met. Next steps to ensure basic needs are met will be discussed.
- The Social Emotional curriculum and getting students acquainted to new technology along with developing independence skills will be the primary focus at the start of the school year.
- Council members expressed concerns about consistency among teachers' instruction in a grade level. They were also concerned about the structure of student schedules.
- Council Members gave suggestions for Next Steps at Glendover

- a. A system for parents to request food, rent, utility, mental health support.
- b. Better processes and procedures for accessing instruction
- c. What will be the impact of students returning from the Virtual Academy in January?
- d. How will we acclimate kindergarteners to online learning?
- e. What will the expectations be for time, work, access to recordings?
- f. Would it be possible to create focus groups to reach out to the most at risk students?
- g. We need to maximize use of human resources, could we have teacher/parent mentors
- h. Council members expressed concern about staff members being able to return to work because of medical/childcare issues. At this time we need more information from the district on whether staff will be required to physically return to work.

5. Old Business

6. Agenda for next SBDM Council Meeting