

## DRAFT MINUTES



### Glendover SBDM Council Special Called Meeting Agenda Date: July 27, 2021

**Chair:** Ben Vanderhorst, Principal

**Vice Chair:** Elizabeth Bowers

**Secretary:** Catie Furnish

**Council Members:** Jennifer Russell, Elizabeth Bowers, Helen Anyaegbunam, Meredith Raybould, Brandon Clark

#### 1. Opening Business

- a. The special called meeting of the School Based Decision Making Council was held on Tuesday, July 27, 2021 at 6:00 PM, at Glendover Elementary, with all members of the SBDM council being present and Simone Ker, a public guest.
  - b. The motion to approve the agenda was made by Elizabeth Bowers, seconded by Meredith Raybould and passed unanimously. The motion to approve the minutes of the June 1<sup>st</sup> meeting was made by Elizabeth Bowers, seconded by Jennifer Russell and passed unanimously. The motion to approve the minutes of the June 7<sup>th</sup> meeting was made by Jennifer Russell, seconded by Elizabeth Bowers and passed unanimously. The motion to approve the minutes of the June 8<sup>th</sup> meeting was made by Elizabeth Bowers, seconded by Jennifer Russell and passed unanimously. The motion to approve the minutes of the June 17<sup>th</sup> meeting was made by Meredith Raybould, seconded by Elizabeth Bowers and passed unanimously. The motion to approve the minutes of the June 21<sup>st</sup> meeting was made by Meredith Raybould, seconded by Jennifer Russell and passed unanimously. The motion to approve the minutes of the June 22<sup>nd</sup> meeting was made by Meredith Raybould, seconded by Elizabeth Bowers and passed unanimously. The motion to approve the minutes of the June 23<sup>rd</sup> meeting was made by Jennifer Russell, seconded by Elizabeth Bowers and passed unanimously.
  - c. Good News Report
    - i. Ben Vanderhorst commented on the success of the Summer Ignite program with students enjoying their return to school. The district is collecting data from pre and post surveys to understand students' experience. Ben thanked the SBDM committee for their hard work in selecting a principal this summer.
2. The School Improvement Plan was reviewed. Every SBDM member has a copy and it will be revised in October.
  3. The Budget Report was reviewed and every SBDM member has a copy. This is a financial report of what is collected by the school and must be spent on students if the students are the ones generating the funds. The current balance is \$28,794.09, but there are certain requirements for how it can be allocated and spent. The MUNIS report shows the funds allocated by the state, based on the number of the average daily attendance for students. The current balance is \$56,554.29. Ben Vanderhorst made a motion to transfer money on line items with approval from the principal, Elizabeth Bowers seconded it, and it was passed unanimously.

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4. The Title One report was shared, but no copy was given to the council. \$31,641.00 is in the carry forward funds from last year that has to be spent by 9/30/2021. \$25,147.00 of funds are available to use right now. Suggestions were shared regarding how to best spend this money such as purchasing classroom rugs (~\$200-\$300 each), Viewsonic boards (~\$3,000 each) to replace the dated technology of Smartboards, student chromebook charging carts or stations, or MTSS/intervention materials. Ben Vanderhorst will run quotes for these items and report back to the council. It was suggested the council seek input from the staff for how to spend these funds. ESSER funds can be used for curriculum materials, but not for items such as technology or rugs for classrooms. The district has a plan for every student starting at second grade to have chromebooks to use. We have \$3,759.12 in parent money which has to be spent on items such as back-to-school events, family nights, etc. There was discussion to spend the money on materials that could be used at future family events. The final allocation for the 2021-2022 school year is \$148,176.00 and that balance is \$0.00 because it was spent on staffing.

### 5. New Business

- a. Documents were reviewed that give information regarding SBDM policies such as managing government records, and the Kentucky Open Records and Open Meetings Act. Every member on the council was given a copy to review.
- b. The schedule of meetings was decided upon. The council agreed to meet on the third Tuesday of the month at 5:00pm. The meetings will be on the following dates: August 17<sup>th</sup>, September 21<sup>st</sup>, October 19<sup>th</sup>, November 16<sup>th</sup>, January 18<sup>th</sup>, February 15<sup>th</sup>, March 15<sup>th</sup>, April 19<sup>th</sup>, May 10<sup>th</sup>, and June 21<sup>st</sup>.
- c. The Social Studies Curriculum purchased by the district was reviewed and discussed. It is from Savaas, which is the same company that our current math program is from. The team leads agreed that they would like to purchase it as a supplemental program, as there is no cost to the school, and it comes with three years of professional development by the district. Discussion was made on how they prefer the district gives more than one curriculum to choose from. The council agreed our staff will continue to plan to teach to the standards, that are inquiry based, while using this Savaas program as a supplement, as needed. Discussion was made about the lack of materials available because these standards are so newly adopted. The motion to approve the Social Studies curriculum, purchased by the district, was made by Helen Anyaegbunam, seconded by Elizabeth Bowers and passed unanimously.
- d. The council reviewed the schedule of trainings that every SBDM must complete. Ben Vanderhorst shared that he will send the training links to anyone who needs it. All members must turn in a certificate to upload to the database.
- e. The council discussed electing a Vice Chair. This person will reside over a meeting if the chair, Ben Vanderhorst, is unable to attend. Meredith Raybould nominated Elizabeth Bowers, Jennifer Russell seconded, and she accepted the nomination. This motion passed unanimously.
- f. Hiring Update
  - i. The Family Community Liaison is Lizette Natividad. She will provide family support, newsletters, and plan family events.
  - ii. The ELL teaching candidate accepted the job, and later declined the position, and the third candidate has already taken another position. The

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interview committee discussed using these ESSER funds that were available for two years in a different way. Discussion regarding carrying those funds into the next school year was made and an inquiry will be made to the district about this.

- iii. The new MSD teacher is April Cooper.
  - iv. The new Curriculum Coach is Allison Noland.
  - v. One of the new interventionists is Shannon Christopher. Another interventionist that was hired is Susan (Beth) Hicks.
  - vi. The interview committee recommended Nathan McCullough as a MSD paraeducator. There is another MSD paraeducator position available that was covered by a long-term substitute all of last school year.
  - vii. There is a third grade opening and six candidates are scheduled to interview on Thursday, July 29<sup>th</sup>.
  - viii. There is a kindergarten paraeducator position opening and interviews have not yet been scheduled.
  - ix. The new 5<sup>th</sup> grade teacher is Blaire Harris.
  - x. The Read to Achieve teacher is Karen Botts.
  - xi. The new kindergarten teacher is Kristie Lathram.
- g. FCPS Plan for Fall 2021
- i. The district has recommended a return to in-person instruction. The district has not yet shared information publicly regarding mask mandates, etc. The COVID-19 response committee met today. Ben Vanderhorst states that the information will be shared with families at our school's Open House on August 5<sup>th</sup>, 2021.
- h. Other Agenda Items
- i. The Safety & Emergency Plan will be emailed to the SBDM council.
  - ii. The Council Bylaws have been provided to every member of the council to review and make decisions on at the next month's meeting. The following policies will be reviewed: Curriculum, Technology Use, Principal Selection, and Discipline and Classroom Management.
6. Jennifer Russell motioned to adjourn the meeting, Meredith Raybould seconded, and the motion was passed unanimously at 7:13pm.