

Woodland Elementary School
December Regularly Scheduled SBDM Meeting
December 16, 2020

Members Present via Google Meet: Dawn Tarquinio, Eric Bristol, Penny Ellis, Freddie Murphy, Casey Boblitt and Diana Smalls-Young. *Member Absent:* None. *Recording Secretary:* Ashley Brus. *Guests:* None.

Call to order 4:34 p.m.

1. Opening Business

- a. December Agenda Approval- A motion was made to approve the December agenda by *Penny Ellis* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the December agenda.
- b. November Regular Meeting Minutes- A motion was made by *Eric Bristol* to approve the November Regular Meeting Minutes and seconded by *Penny Ellis*. The council members agreed unanimously with the motion to approve the November Regular Meeting Minutes.
- c. Good News Reports- We are continuing to provide solid instruction for our students regardless of the various instructional platforms that we are implementing. Mrs. Ellis shared that she is excited that her students have still been able to do projects even though they are working from home. Fourth grade is planning a winter break parade for their students in which their families will drive around the school so that the teachers can see them and wish them a happy holiday season.
- d. Public Comment- None at this time. Mrs. Tarquinio reminded the council that the public can access the monthly SBDM meeting links through the Woodland calendar on the school website. With this link, the public is able to virtually attend the monthly meetings.

2. Student Achievement

- a. Additional data in February- The district is gathering comparative information to dig deeper into MAP by schools, grades, and platforms (OLA vs. In-Person instruction).

3. School Improvement Planning

- a. Monthly Review- The 23rd of December that stated "last day before winter break" was removed as this is not the correct date.

- i. **November** - 2nd/3rd - HCS Offices Closed/No School; 19th HCS Board Meeting; 18th - November SBDM Meeting; 20th Midterm Grading Period Ends; 26th/27th - Thanksgiving Break; 30th- Writing Wall of Fame piece due
- ii. **December** - 8th - KSI Support Meeting; 16th - ISD 1st grade walkthroughs, December SBDM; 17th - HCS Board Meeting; 18th - 2nd quarter report cards
- iii. **January** - 4th - School resumes after Winter Break; 8th - Report Cards go home; 18th - ML King Holiday school not in session; 20th/21st - Picture Days; 20th - January SBDM Meeting; 21st - HCS Board Meeting; 27th/28th - Fast Facts tests administered

b. Comprehensive School Improvement Planning

- i. November 1 - January 1 - Mrs. Tarquinio shared with the council the following documents for Phase Three: Professional Development Plan Diagnostic, Comprehensive Improvement Plan, Closing the Achievement Gap Diagnostic, and Executive Summary. Ms. Boblitt inquired if the components have already been implemented to which Mrs. Tarquinio shared that yes, this is the plan that was put into place for this school year. The next phase will go into effect in February.

4. Budget Report

- a. November Schedule of Balances- Mrs. Tarquinio provided the council members with a copy of the November Schedule of Balances. A motion to approve the November Schedule of Balances was made by *Freddie Murphy* and seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the November Schedule of Balances.

5. Committee Reports-

- a. Schoolwide Goal Achievement - The Schoolwide Goal Achievement action team reviewed and revised the Instructional Practices Policy. The council reviewed the work completed by the action team on this policy. The council members agreed to change using the name of a specified central office personnel to stating Hardin County Schools Instructional Services Department. A motion to approve the Instructional Practices Policy was made by *Penny Ellis* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the Instructional Practices Policy.
- b. Leadership Environment - The Leadership Environment action team was tasked with creating a plan for the continuation of student progress monitoring and data displays.

The council reviewed the proposed plan which stated a focus on monitoring and displaying data regarding student participation. Mr. Murphy inquired into whether this plan will be implemented by non-Woodland OLA teachers who are teaching Woodland students. Mrs. Tarquinio added that question as a comment for the action team to discuss and clarify at their next action team meeting so the answer can be provided to the council next month.

- c. Family Learning - The Family Learning action team was tasked to review the needs assessment spreadsheet and identify the three greatest needs of our Woodland families. The council members reviewed the work submitted by the team. Mrs. Tarquinio stated that she will share the work with the leadership team and utilize the information to create a plan of action regarding how to address the identified needs. The council members agreed with Mrs. Tarquinio's plan.
- d. Leadership Events - The Leadership Events action team was tasked with reviewing and revising the current Program Appraisal Policy. The council conducted the first reading of the work completed by the action team on this policy. The council did not have any questions or suggestions for revision. The Program Appraisal Policy will be sent back to the action team and the second reading will be completed by the council at next month's regularly scheduled SBDM meeting. The Leadership Events action team also reviewed and revised the Extracurricular Policy. The council conducted the second reading of the policy. There were no questions or suggestions for revision. reviewed the submitted policy. A motion to approve the Extracurricular Policy was made by *Penny Ellis* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the Extracurricular Policy.
- e. Professional Learning - The Professional Learning action team was tasked with creating ideas for the 21-22 school year professional development plan. The council reviewed the work submitted by the action team. The council did not have any questions or suggestions for revision. Mrs. Tarquinio shared that the action team will be tasked with developing the staff survey at their next action team meeting.
- f. Shared Leadership - The Shared Leadership action team was tasked with aligning the Woodland writing plan with the HCS curriculum map. The council reviewed the submitted work from the team which included a timeline for each grade level. The council didn't have any questions or suggestions, so the document is ready to share with the rest of the staff.
- g. Student-Led Achievement - The Student-Led Achievement action team was tasked with creating a plan for the implementation of digital citizenship lessons. The council reviewed the submitted plan. Mrs. Tarquinio explained that the plan refers to how students can be a good citizen while using digital tools. The council didn't have any

questions or suggestions for the action team. The digital citizenship lessons are to be implemented by the staff on January 5th.

- h. Student Learning - The Student Learning action team was tasked with reviewing the Woodland overall fall MAP data to determine key findings. The council reviewed the work submitted by the team. Mr. Murphy shared that he believes the findings are accurate as our students are home for NTI and he has observed when online with his daughter, the lack of student participation during the instructional times. Mr. Murphy shared that he feels parents are not aware and better communication between home and school could assist with informing parents of what's going on academically with their children. This could include discussions regarding the importance of MAP testing and the resulting scores. Additionally, Mr. Murphy shared that he feels it is very important for parents to be involved during NTI as the students at home don't have their teacher right there with them to ensure they are participating and not just "checking the box" by being there. Mrs. Ellis inquired into the parent help meets that were offered and Mrs. Tarquinio shared that two parents attended for the first one and none attended for the second one offered. Ms. Boblitt shared that she felt this could be that parents are tired right now and the timing wasn't right. Additionally, she shared that as a parent of children in multiple grades, it's a lot right keeping up with the expectations of so many different teachers. Ms. Smalls-Young shared that she is having the same difficulty with her children in various grades and meeting their varied needs.

6. Bylaw or Policy Review/Readings/Adoption

- a. Program Appraisal- The Program Appraisal Policy review was completed by the Leadership Events action team and their work was reviewed by the council above.
- b. Technology Use- the Technology Use policy was not reviewed by an action team as reported. It will be reviewed when action teams meet again.

7. Upcoming Deadlines

- a. January 1 - Phase 3 of Comprehensive School Improvement Planning due in eProve

- 8. Adjournment- A motion was made by *Casey Boblitt* to adjourn the meeting and seconded by *Freddie Murphy*. The meeting was adjourned at 5:41 p.m.