

**Woodland Elementary School**  
**March Regularly Scheduled SBDM Meeting**  
**March 17, 2021**

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

Call to order 4:33 p.m.

1. Opening Business

- a. March Agenda Approval- A motion was made to approve the March agenda by *Casey Boblitt* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the March agenda. Mrs. Tarquinio proposed an amendment to the agenda to add new business with the topic of the hiring of a .5 para educator. A motion was made to approve the amended March agenda by *Eric Bristol* and seconded by *Casey Boblitt*. The council members agreed unanimously with the motion to approve the amended March agenda.
- b. February Regular Meeting Minutes- A motion was made by *Eric Bristol* to approve the February Regular Meeting Minutes and seconded by *Casey Boblitt*. The council members agreed unanimously with the motion to approve the February Regular Meeting Minutes.
- c. February Special Called Meeting Minutes- A motion was made by *Freddie Murphy* to approve the February Special Called Meeting Minutes and seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the February Special Called Meeting Minutes.
- d. Good News Reports- We are ready for all of our in-person students to return to us this coming Monday. Our teachers have worked hard to prepare their classrooms and ensure measures have been planned for and put into place to ensure student comfort and safety as they transition back to whole group learning in their classrooms. Mrs. Ellis shared that the ESS program after school is going very well. The procedures are working well and the parents have been very supportive.
- e. Public Comment- none

2. Student Achievement

- a. KDE Guidance on Spring Testing- Mrs. Tarquinio shared with the council the most current proposal from KDE regarding the implementation of KPREP testing this May for

the 20-21 school year. Mrs. Tarquinio shared the document from KDE that lays out the 2021 KPREP structure (number of items and testing times) for each grade level testing.

### 3. School Improvement Planning

#### a. Monthly Review

- i. **February** - 15th - PGP mid-year feedback due to teachers; 17th - February SBDM meeting; 18th HCS Board meeting; 23rd - PBIS Team monthly meeting
- ii. **March** - 9th - KSI Support meeting; 11th/12th - Big Smiles; 17th-24th - Body Safety with Silverleaf; 17th - SBDM; 18th - HCS Board Meeting; 25th/26th B-day celebrations; entire month - *One Book, One School*; 31st Spring pictures
- iii. **April** - 2nd - Big Smiles Dental; 5th-9th-Spring Break; 15th -HCS Board Meeting; 21st -SBDM; 30th-Combining Budget due

- b. Improvement Plan- After sharing the document with the district point of contact, it was found that some wording needed to be changed. The question was what data did we use to determine our goals for this school year? It needs to be added that due to not having KPREP data from the 2019-2020 school year, the council decided to continue our goals from the 2018-2019 school year. Mrs. Tarquinio shared the needs assessment document with the council to show them where the wording needs to be changed. Additionally, we will need to share how it was determined that these goals are still appropriate and were there any revisions in the strategies and approaches? MAP data determined that we still have the same areas of growth and deficit. The council members stated they agreed with the changes in wording that were proposed. Mrs. Tarquinio shared she will make these changes to the document in EProve, lock it back, save it as a PDF and bring it back to the council for revision at next month's meeting.

### 4. Budget Report

- a. February Schedule of Balances- Mrs. Tarquinio provided the council members with a copy of the February Schedule of Balances. Ms. Boblitt asked if the money budgeted for activities that were unable to happen due to the pandemic would roll over to the next school year. Mrs. Tarquinio shared that the funds will be able to roll over, but it is best practice to use the funds for their purposes during the year they were encumbered. A motion to approve the February Schedule of Balances was made by *Casey Boblitt* and seconded by *Eric Bristol*. The council members agreed unanimously with the motion to approve the February Schedule of Balances.

- b. Draft of the 2021-2020 budget- The budget allocation information was provided to principals yesterday at their ALM, so a draft itemized budget based on these allocations has not been created yet. Mrs. Tarquinio shared that she will have this draft itemized budget ready for the council to review at the April regularly scheduled meeting.
- c. Development of 2021-2022 Section 7 request- Mrs. Tarquinio shared with the council that she plans to work with the staff for input regarding how these funds could be used. Mrs. Tarquinio shared that the state legislature is not willing to fund some of the same resources we previously had, such as kindergarten funding. We will be receiving ESSER funds, federally filtered funds, due to the impact of the COVID pandemic on student achievement. Mrs. Tarquinio shared with the council that it is house bill 563. She forwarded it to the council members and encouraged them to share their concerns.

5. Committee Reports-

- a. February Accident Report- The council reviewed the February Accident Report.

6. Bylaw/Policy Review/Readings/Adoption

- a. Consultation Policy- Mrs. Tarquinio provided the council members with a copy of the Consultation Policy which was reviewed and approved last February. Mrs. Tarquinio asked the council to review the policy to determine if there were any questions or concerns that they felt needed to go back to an action team for further discussion and revision. Mrs. Tarquinio pointed out extra duty assignments and positions which include the selection of folks to do ESS and summer programs. We have been fortunate enough to be able to fund payment for this work time. The council did not have any questions or concerns regarding the policy for the action team to further review. Mrs. Tarquinio updated the review and revision dates on the policy.
- b. Instructional and non-instructional staff time assignment- Mrs. Tarquinio provided the council members with a copy of the Instructional and Non-Instructional Staff Time Assignment Policy. The council conducted a review of the policy as it is currently written to determine if there were any questions or concerns that they felt needed to go back to an action team for further discussion and revision. The council did not have any questions or concerns regarding the policy for the action team to further review. Mrs. Tarquinio updated the review and revision dates on the policy.

7. New Business

- a. .5 Para Educator- Mrs. Tarquinio shared that we have hired for our open .5 para educator position. Mrs. Amanda Muese has joined our team. She has been informed

that the position will end at the end of this school year, but that we have been re-allocated for it and if she would like to reapply she can.

#### 8. Ongoing Learning

- a. 2021 Legislative Session- Mrs. Tarquinio reiterated the importance of being informed of the current and proposed laws. This year no bill has been filed regarding SBDM, but KASC does anticipate it will come up again. Mrs. Tarquinio shared that the monthly KASC newsletter is a helpful tool to help understand the meanings of the current and proposed laws.
- b. New KASC experienced member training- Mrs. Tarquinio shared with the council that there are upcoming three hour experienced member training opportunities. These will include topics such as social/emotional leadership in learning that looks at not only the need of a student academically but their social learning.
- c. KY Standards Professional Learning Series- Mrs. Tarquinio shared the KDE Standards Newsletters which condense standards information into a quick read so that we can better understand how we should be implementing them into our classrooms. These are also a good resource for parents to know what the state expects of our students in school.

#### 9. Upcoming Deadlines

- a. May - Mrs. Tarquinio shared that the parent and teacher elections are coming up. She will be reaching out to our parent organization to run the parent elections and after spring break, a teacher group will run the teacher elections.

10. Adjournment- A motion was made by *Freddie Murphy* to adjourn the meeting and seconded by *Eric Bristol*. The meeting was adjourned at 5:31 p.m.