

Woodland Elementary School
August Regularly Scheduled SBDM Meeting
August 25, 2022

Members Present: Dawn Tarquinio, Barbara Cornett, Beth Burks, Hannah Hobbs, Casey Boblitt, Kimberly Khadoo and Freddie Murphy. *Member Absent:* Beverly Weatherington *Recording Secretary:* Barbara Cornett. *Guests:* none.

Call to order at 5:03p.m.

1. Opening Business

- a. Welcome- Mrs. Tarquinio welcomed all attendees to the August Monthly SBDM Meeting.
- b. August Agenda Approval- A motion was made to approve the August agenda by *Barbara Cornett* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the August agenda.
- c. May Regular Meeting Minutes- A motion was made by *Kimberly Khadoo* to approve the May Regular Meeting Minutes and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the May Regular Meeting Minutes.
- d. Good News Reports- Great start to the new year. Smooth transition.
- e. Public Comment- None.

2. Student Achievement

- a. Student Achievement Report
 - i. HCS Data tracker- Mrs. Tarquinio reviewed the data from the data tracker.
 - ii. iReady End of Year data- Mrs. Tarquinio reviewed the data for the end of year iReady data
 - iii. iReady percent growth by grade- Mrs. Tarquinio reviewed the data for iReady percent growth by grade level.
- b. Accelerating Learning 22-23 School Year - High Impact Tutoring Means data driven instruction by programs. Our after school 21st Century Program, Eagle Academy, is consistent with our in school instruction.

3. School Improvement Planning

a. Monthly Review

- i. **May** - 4th - 5th grade to North Middle School; 5th- 5th grade to Bernheim Forest; 6th - School dismissed; 9th-13th - Kentucky Standards Assessments; 10th - K-Kids meeting; 11th - Fast Facts data due to ISD; 12th - Last day for Eagle Academy; 17th - school dismissed; 20th - May birthday celebration; 18th - May SBDM meeting; 19th - HCS Board meeting; 24th - Career Day; 25th - Field Day, Soar Awards; 26th - Last day for students, Mobile Dairy Classroom; 27th - Staff contractual work day; 30th - school dismissed; 31st - Staff contractual work day
- ii. **June** - 1st- Closing day; June 6-July 1 Eagle Academy Summer program
- iii. **July** - 1st - last day of Summer Eagle Academy;
- iv. **August** - 4th-Open House; 8th-Opening Day for staff; 9th-Little Eagles; 10th-first day for students; 25th-August SBDM Meeting; 26th-July/August birthday celebration; 30th-August PBIS Monthly Meeting
- v. **September** - 5th Labor Day; 6th-Eagle Academy starts, Discovery Ed Coaching Day; 30th-1st Grade field trip to zoo, Writing Wall of Fame breakfast

4. Budget Report

- a. May Schedule of Balances- Mrs. Tarquinio provided the council with a copy of the May Monthly Schedule of Balances. A motion was made to approve the May's Schedule of Balances by *Freddie Murphy* and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the May Schedule of Balances.
- b. June Schedule of Balances- Mrs. Tarquinio provided the council with a copy of the June Monthly Schedule of Balances. A motion was made to approve the June's Schedule of Balances by *Freddie Murphy* and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the June Schedule of Balances.
- c. July Schedule of Balances-June Schedule of Balances- Mrs. Tarquinio provided the council with a copy of the July Monthly Schedule of Balances. A motion was made to approve the July's Schedule of Balances by *Freddie Murphy* and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the July Schedule of Balances.

5. Committee Reports

- a. May/June Accident Report- Mrs. Tarquinio provided the council with the May and June Accident reports for review.

6. Bylaw/Policy Review/Readings/Adoption- Through Consultation with the council, Mrs. Tarquinio added comments to policies in Google Drive.

a. Policies Review from 21-22

- i. Enhancing Student Achievement Policy- the council reviewed the Enhancing Student Achievement Policy and decided it needs to go back to the action team for revision of grammatical errors as well as the classification of science and social studies to the standards.
- ii. Alignment with State Standards Policy- the council reviewed the Alignment with State Standards Policy. There were no questions or comments for revision. A motion to approve the Alignment with State Standards Policy was made by *Beth Burks* and seconded by *Kimberly Khadoo*. The council members agreed unanimously with the motion to approve the Alignment with State Standards Policy.
- iii. Writing Policy-The Council will send back the Policy to correct spelling errors, Mrs. Tarquinio will check with the iready composition's validity and alignment to the standards. If not the council will look into writing curriculums. Add a blurb under School Wide Structures # 1, about writing pieces to the Google Drive to follow students instead of handwritten /folders, add Kristian's comment
- iv. Program Appraisal Policy- the council reviewed the Program Appraisal Policy and decided it needs to go back to the action team for clarification of "We," the title, and the time frame.
- v. Technology Use - the council reviewed the Technology Use Policy. There were no questions or comments for revision. A motion to approve the Technology Use Policy was made by *Beth Burks* and seconded by *Freddie Murphy*. The council members agreed unanimously with the motion to approve the Technology Use Policy.
- vi. Curriculum Policy- the council reviewed the Curriculum Policy and decided it needs to go back to the action team for revision of the section with the heading Curriculum Guidelines. Additionally, there was a need for clarification of the Google comments.

- vii. Discipline, Classroom Management, School Safety Policy- the council reviewed the Discipline, Classroom Management, School Safety Policy and decided it needs to go back to the action team to be retyped in order to fix the formatting.
- viii. Instructional Practices Policy- the council reviewed the Instructional Practices Policy. There were no questions or comments for revision. A motion to approve the Instructional Practices Policy was made by *Beth Burks* and seconded by *Kimberly Khadoo*. The council members agreed unanimously with the motion to approve the Instructional Practices Policy.
- ix. Wellness Policy- the council reviewed the Wellness Policy and decided it needs to go back to the action team for revision as the policy needs to state the implementation of a nationally recognized program as well as the team needs to refer to the district health policy regarding specific needs.
- x. Student Assignment Policy- the council reviewed the Student Assignment Policy and decided it needs to go back to the action team for clarification of comments in Google Drive.
- xi. School Day and Week Schedule Policy- the council reviewed the School Day and Week Schedule Policy. An item that does not relate to elementary level was omitted and the council decided to send the policy back to the action team so that they can fix the formatting and review the Google comments.
- xii. School Space Policy- the council reviewed the School Space Policy and decided it needs to go back to the action team for revision of the formatting and typos.
- xiii. Consultation Policy- the council reviewed the Consultation Policy. There were no questions or comments for revision. A motion to approve the Consultation Policy was made by *Beth Burks* and seconded by *Barbara Cornett*. The council members agreed unanimously with the motion to approve the Consultation Policy.
- xiv. Instructional and Non-Instructional Staff Time Assignment Policy- the council reviewed the Instructional and Non-Instructional Staff Time Assignment Policy and decided it needs to go back to the action team for revision of the formatting.
- xv. Emergency Plan Policy- the council reviewed the Emergency Plan Policy and decided it needs to go back to the action team for clarification of the comment in Google Drive.

- xvi. Committee Policy- the council reviewed the Committee Policy. There were no questions or comments for revision. A motion to approve the Committee Policy was made by *Beth Burks* and seconded by *Barbara Cornett*. The council members agreed unanimously with the motion to approve the Committee Policy.
 - xvii. Extracurricular Programs Policy- the council reviewed the Extracurricular Programs Policy and decided it needs to go back to the action team for clarification of the comments and to add PBIS.
- b. 2022 Council Legislative To-Do List from KAC - Mrs. Tarquinio shared with the council the 2022 Council Legislative To-Do List from KAC. Legal change will require action.
 - c. First Reading of Principal Selection Consultation Policy- The council reviewed the Principal Selection Consultation Policy. There were no questions or comments for revision. A motion to approve the Principal Selection Consultation Policy was made by *Kimberly Khadoo* and seconded by *Beth Burks*. The council members agreed unanimously with the motion to approve the Principal Selection Consultation Policy.

7. Old Business

- a. Hirings for 22-23- Mrs. Tarquinio shared with the council that the following individuals have been hired: Havannah Martin (1st grade teacher), Laura Reyenga (1st grade teacher), Cesshecka Benson (2nd grade teacher), Hailey Kurzynowski (3rd grade teacher), Cynthia Willis (3rd grade teacher), Cassidy Boldak (3rd grade teacher), Lilly Dewitt (para educator), and Latonia Wimberly (special education teacher).
- b. Parent Election Results- Following the parent member elections, Freddie Murphy and Kimberly Khadoo were re-elected as the parent representatives on the site based council for the 2022-2023 school year.

8. New Business

- a. Council Training- Barbara Cornett, Hannah Hobbs and Dawn Tarquinio completed their council member training on August 22, 2022. Beth Burks is scheduled to complete her training on September 19, 26 ,Kimberly Khadoo is on demand and Freddie Murphy will complete his training on August 29, 2022.
- b. Council Transition- Mrs. Tarquinio asked the new Council to read through material in the monthly Google Folders before meeting to save time and so that members can form questions in advance

- c. Council Requirements
 - i. Set meeting schedule for 22-23- The council discussed when to schedule the regular monthly SBDM meetings for the 2022-2023 school year and decided to hold them on the last Monday that school is in session of each month at 5:00 in the media center (library). A motion was made to approve the set meeting schedule for the 22-23 school year by Beth Burks and seconded by Hannah Hobbs. The council members agreed unanimously with the motion to approve the set meeting schedule for the 22-23 school year.
 - ii. Adding agenda items- Mrs. Tarquinio shared with the council the process for adding agenda items to the council meetings and the council members agreed to continue using that process as it is stated.
- d. Managing Government Record Document- Mrs. Tarquinio reviewed the document with the council.
- e. "The KY Open Records and Open Meetings Act"- Mrs. Tarquinio reviewed the KY Open Records and Open Meetings Act with the council.

9. Ongoing Learning

- a. "Consistent with board policy"- Mrs. Tarquinio reviewed with the council.
- b. Update profile with KASC- Mrs. Tarquinio shared with the council that she has updated the current profile with KASC.
- c. Council Training Reviewed- see notes above.
- d. Background Checks for Parent Members- Mrs. Tarquinio shared with the council members that parent members are required to have a completed background check on file with the district.

10. Upcoming deadlines

- a. July 31 training deadline for new council members
- b. August 1-October 1 - Phase 1 of School Improvement Planning
- c. July 31 - NEW council members must be trained
- d. October 28 - EXPERIENCED Council members must be trained

- 11. Adjournment- A motion was made by *Barbara Cornett* to adjourn the meeting and seconded by *Hannah Hobbs*. The meeting was adjourned at 7:25p.m.