**Woodland Elementary School**

**February 1, 2017/SBDM Minutes**

*Members Present*: Dawn Tarquinio, Penny Ellis, Donna Slatton, and Michelle Tobias. *Members Absent*: Barbara Cornett and Jessica Casey. *Guests*: Ashley Brus and Stacey Brawner. *Recording secretary*: Ashley Brus.

**1. Opening Business**

The meeting was called to order at 5:35 p.m.

1. Agenda approval - A motion was made by *Penny Ellis* to approve the February agenda and was seconded by *Michelle Tobias*.
2. January Regular Meeting Minutes- A motion was made by *Penny Ellis* to approve the January Regular Meeting Minutes and was seconded by *Donna Slatton*.
3. Good News Report – Penny Ellis shared that her work computer went out last Monday, but that Mr. Farmer and Mr. Fitzpatrick were able to fix it and nothing was lost. Additionally, Mrs. Ellis’ projector bulb went out last week and her teammate, Mrs. Martin, stepped in to help. Donna Slatton shared that she had a student that came up with a behavior core lesson on her own and asked to teach it to the class. Following the lesson, the student made a connection with empathy the next day as she felt the difficulties teachers face when trying to teach. Mrs. Tarquinio shared that Woodland has been awarded 30 ukuleles and 5 child size guitars from the IHG rewards group associated with the staff of the Holiday Inn. IHG will be creating a promotional film for their employees at Woodland which will include a Friday morning performance featuring 3 sisters of Samoan heritage. In total, Woodland will receive approximately $5,000 worth of musical materials.
4. Public Comment – None

**2.** **Student Achievement**

1. Assessing Student Achievement

i) Winter MAP data- Mrs. Tarquinio shared the growth summary with the council which indicated that 2nd grade made their goal in the area of math. In this week’s PLC discussion, teachers will discuss individual student data and complete a reflection of determined strengths and areas of growth. According to the data, the percentile hasn’t been growing. The council discussed possible factors that are affecting this growth and extreme behavioral disruptions were brought up as a main deterrent to quality instructional time. Mrs. Tarquinio shared that she is willing to reach out to Boystown which is a school in Louisville that services African American males. Additionally, the staff will reflect on behavioral needs during Monday’s PLD where they will analyze individual students using the Kagan Win-Win Discipline model. Teacher will complete a Google Form that states the students, their position, possible intervention, MAP data, and next steps.

**3. Planning**

1. Monthly Review

i) **January** – 4th- return from Winter Break, SBDM meeting 5:30, 9th- PTA Board Meeting, 13th-2nd quarter awards, 16th- No School, 19th- District walk throughs, 27th- Beta Service Day hat day

ii) **February**- 1st- SBDM meeting, 3rd- Special Presentation (alternate schedule), 6th- PLD, 7th- KPREPPER (alternate schedule), 10th- Beta Jeans Day, 11th- Academic Team at Governor’s Cup at Radcliff, 13th- PTA Board Meeting, 17th- Jump Rope for Heart, 15th-17th- Beta Convention, 16th – NAEP (4th grade only), 18th- Robotics Competition at Creekside, 20th-24th- Spring Book Fair, 23rd- Technology Family Night, 24th- Cafeteria Worker’s Appreciation Day, 27th- Spring Pictures, 28th- KPREPPER (alternate schedule), PBIS Meeting

iii)**March**- 1st- SBDM Meeting, 2nd- 1st & 2nd Grade Program, 8th- School Smiles visit, 13th PTA Board Meeting, 16th- District Walk Throughs, 20th- PLD, 21st- LEADERSHIP DAY, 23rd- Wellness Night, 28th- PBIS Meeting, 1st-31st- TELL KY Survey

**4. Budget Report**

1. January Schedule of Balances – January Schedule of Balances was reported to the council. A motion was made by *Donna Slatton* to approve the January Schedule of Balances and seconded by *Michelle Tobias*.

**5. Standing/Program Review/Ad Hoc Committee Reports**

1. January Accident Report- January Accident Report was reviewed by the council. It was noted that there were not many forms completed for the report this month which is a result of a change in school nurses. The procedure for completing the accident report forms has been shared with our new nurse.
2. PBIS Team Report- Ashley Brus and Donna Slatton shared with the council the mentoring program that was discussed at the last monthly PBIS meeting. Mr. Gibbs from North Middle School met with the PBIS team and a plan was put in place to start a mentoring program where twenty North Middle students who are in the JLC program will be able to come over to Woodland once a week from 11:30-1:15 p.m. to meet with a 3rd, 4th, and 5th grade student who have been identified as a good candidate for a peer mentor. Right now, grade levels are identifying twenty kids each in 3rd, 4th, and 5th grade for the program. We plan to begin on February 15th.
3. Program Reviews- April 15th is the date for PR rubrics to be due back to Stacey Brawner with 2 pieces of evidence. Mrs. Brawner shared that there is talk of PRs going away. They may end or change, but regardless they will lessen. PR focus is now going to assurances and not evidence. PRs won’t be calculated into the school’s accountability.
4. PD Plan- Mrs. Tarquinio requested to add the PD Plan to the February agenda. A motion was made by *Penny Ellis* to add the PD Plan and seconded by *Michelle Tobias*. Mrs. Tarquinio provided the council a draft copy of the PD Plan. Mrs. Tarquinio shared the possibility of utilizing the Louisville Writing Project which focuses on grammar for writing and opinion and argument writing K-5. This could be a good place to start for building our students’ writing foundation. Mrs. Tarquinio stated that she will look into this and our budget to see if we could afford this resource.

**6. Bylaw or Policy Review/Reading/Adoption**

1. Consultation Policy- Mrs. Tarquinio provided a copy of the policy to the council. At this time, the council is reviewing the policy and not making changes. It will be utilized this summer.
2. Instructional and Non-Instructional Staff Time Policy- Mrs. Tarquinio provided a copy of the policy to the council. At this time, the council is reviewing the policy and not making changes. Mrs. Tarquinio will be utilized this in the near future as she will be scheduling conversations with staff members.

**7. Old Business**- none

**8. New Business**

1. Tell Kentucky Survey- The window to take this survey is March 1st-30th. The staff will be provided a scheduled time at the staff meeting on the 15th. Administration will not be present while the staff is taking the survey.

**9. On-Going Learning**

1. Contact legislators about council bill- Mrs. Tarquinio revisited the council bill with the council.
2. Science Assessment System- Mark Kopp talked to our staff about the standards. While there are no solid standards to refer to yet, there is a state plan of action.

**10. Adjournment**- A motion was made by *Penny Ellis* to adjourn the meeting and seconded by *Donna Slatton*. Meeting adjourned at 7:04 p.m.