Mr. Dodd called the February SBDM meeting to order at 4:00pm on February 2nd.

**Members present**: Jeremy Dodd, Amy Hickman, Kacie Peer, Karissa Sherman, Natalie Wolfe, and Keisha Delaney. Lindsay Finley was absent.

**Guests present:**

**Approval of the Agenda: Amy Hickman made a motion to approve the agenda**. A **second motion was made by Karissa Sherman.**

**Minutes from January:** **Natalie Wolfe made a motion to approve the January SBDM minutes with noted corrections (Change year to 2017, minutes from December not November). A** **second motion was made by Karissa Sherman.**

**Budget: Amy Hickman made a motion to approve the budget. A second motion was made by Kacie Peer.**

**Invoices: Keisha Delaney made a motion to approve the February invoices. A second motion was made by Karissa Sherman.**

**Good News:**

**Student Achievement:** Congratulations to the 2016 Grant County Conservation Art Contest Winners: 1st Place-Georgia (5th Grade); 3rd Place-Olivia (4th grade)

**Old Business:** Science Testing: March 15th-Through Course Task (TCT) will be completed by the end of February. Through Course Tasks (TCT) must be completed by each grade level prior to testing. All 4th grade students will take the test at the same time. 4th grade testing will take place this year but there will be no accountability for it.

**New Business:**

 **TELL Survey: Teacher Survey-would like to have 100% participation. Mrs. Wolfe will be distributing codes.**

 **Kindergarten Registration: March 24th & March 31st.**

 **5th grade to 6th grade transitioning dates are scheduled for February 16th, march 16th, and April 27th from 3:15-4:30pm. Mrs. Mason and FRYSC will be heading this up.**

 **Fundraiser Approval:** DC-Sell t-shirts to elementary staff and students to raise money for DC trip. **Kacie Peer made a motion to approve the fundraiser. A second motion was made by Amy Hickman.**

 **Field Trip Request:** LEGO Club-Movie and out to eat in Georgetown, February 18th.

**Natalie Wolfe made a motion to approve the LEGO Club field trip. A second motion was made by Kacie Peer.**

3rd Grade Field Trip-Newport Aquarium, April 6th.

**Amy Hickman made a motion to approve the 3rd Grade field trip. A second motion was made by Keisha Delaney.**

**Review District Promotion and Retention Policy:** Mr. Dodd discussed with council that we do have a primary retention policy, but not an intermediate retention policy. There is a section in the student handbook relating to retention, but it is not a policy. Mr. Dodd will write a draft policy and bring back to SBDM at the next meeting.

 **Review SBDM Policies: Homework Policy-**Kacie Peer presented the homework policy to SBDM. After discussion, **council was in consensus to table the policy for now**.

 **Instructional Practices:** Kacie Peer presented the Instructional Practices policy to SBDM. Under Instructional Practices Guidelines; add “shall be subject to grade appropriation”. **A motion was made by Amy Hickman to add the verbiage. A second motion was made by Kacie Peer.** The box at the end of the policy needs to be removed. **A motion was made by Amy Hickman to remove the box at the end of the policy. A second motion was made by Natalie Wolfe.**

**Motion to Adjourn: Karissa Sherman made a motion to adjourn**. A **second motion was made by Amy Hickman**.

**Topics for Next Meeting: SBDM Policies, Promotion and Retention Policy**

**Next Meeting Date: March 2nd @ 4pm**