

WILLIAMSTOWN Elementary School

SBDM COUNCIL
MEETING MINUTES
July 6, 2021
2:00PM-WES Library

**Social distancing will be practiced during this in-person meeting. Guests will be permitted in limited capacity in order to maintain social distancing guidelines. All participants will be expected to wear an appropriate face covering or mask for safety reasons.*

Call to Order: Mrs. Wade called the July SBDM meeting to order at 2:10pm on July 6th.

Members present: Carrie Wade, LeAnnda Drysdale, Brad Adams, Margaret Prewitt, and Anthony Sarcione. Lora Mason was absent.

Guests present:

I. Opening Business

- A. Approval of Agenda:** LeAnnda Drysdale made a motion to approve the July Agenda. A second motion was made by Anthony Sarcione. All in consensus on the approval of the July Agenda.
- B. Approval of June Minutes:** Anthony Sarcione made a motion to approve the June Meeting Minutes. A second motion was made by Margaret Prewitt. All in consensus on the approval of the June Meeting Minutes.
- C. Good News Items:** Summer Program was successful. Students had great field trip experiences.
- D. Public Comment:** There was no public comment.

II. Student Achievement Report/Data:

A. Summer Session 2021 Report

84 students are being serviced in grades K-5. 75%-80% average attendance. Consultation was held with Council on the summary of screening reports; staff access and the possibility for flex scheduling for 2021-2022.

III. School Improvement Planning:

A. New Member Orientation to CSIP

Consultation was held with Council. CSIP was explained to Brad Adams (New SBDM Teacher Rep).

B. Monthly Review

Consultation was held with Council on the CSIP goals.

IV. Budget Report

A. Current Budgets-Review and Approve

Anthony Sarcione made a motion to accept the current budgets. A second motion was made by LeAnnda Drysdale. All in consensus on the approval of the current budgets.

V. Bylaw/Policy Review:

A. Review, Revise, and Approve the following policy(ies):

1. ExtraCurricular Programs Policy (2nd Reading)

Consultation was held with council. Brad Adams made a motion to accept the ExtraCurricular Programs Policy. A second motion was made by Margaret Prewitt. All in consensus on the acceptance of the ExtraCurricular Programs Policy.

2. Program Appraisal Needs Assessment Policy

Consultation was held with Council. Margaret Prewitt made a motion to accept the Program Appraisal Needs Assessment Policy as written. A second motion was made by Brad Adams. All in consensus on the acceptance of the Appraisal Needs Assessment Policy as written.

B. Review Bylaws

Consultation was held with Council.

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- C. Review 2021-2022 Monthly Policy and Bylaw Review Chart**
Consultation was held with Council.
- D. Review Code of Ethics**
Consultation was held with Council.

VI. New Business

- A. Approval of Fundraisers**
No fundraisers to approve. Basketball Camp will be a three day camp sometime in July. Volleyball Camp will be August 5th and 6th for K-5. Field Trips are on hold at this time.
- B. Set Meeting Schedule for 2021-2022**
Meetings will be the first Thursday of each month at 4:00pm in the Library. **LeAnnda Drysdale made a motion to approve the 2021-2022 SBDM Meeting Schedule. A second motion was made by Anthony Sarcione. All in consensus on the approval of the 2021-2022 SBDM Meeting Schedule.**
- C. Form for Receiving Email Notices**
Council was presented with a form to sign and turn in at the end of the meeting.
- D. Proof of Receipt Form for KY Open Records and Open Meeting Act and Managing Public Records**
Council was presented with a form to sign and turn in at the end of the meeting.
- E. Review Freedom of Speech and Religious Laws (KRS 158.195, 158.183, 158.186)**
Consultation was held with Council.
- F. Review Records Retention Document**
Consultation was held with Council.
- G. Review and Approve the Tentative Master Schedule**
Consultation was held with Council. Discussions concerning the following took place; RTI Schedule, Fidelity Components, Lunch/Recess and Encore (1 week rotation). **LeAnnda Drysdale made a motion to approve the format of the 2021-2022 Master Schedule. A second motion was made by Brad Adams. All in consensus on the approval of the format of the 2021-2022 Master Schedule.**
- H. Approve Code of Conduct/Student Handbook for 2021-2022**
Consultation was held with Council. **Anthony Sarcione made a motion to approve the 2021-2022 Code of Conduct/Student Handbook. A second motion was made by Margaret Prewitt. All in consensus on the approval of the 2021-2022 Code of Conduct/Student Handbook.**
- I. Approve School Fees for 2021-2022**
2021-2022 School Fees will be \$25 School Fee and \$25 Class Fee for a total of \$50. **Brad Adams made a motion to approve the 2021-2022 School Fees. A second motion was made by LeAnnda Drysdale. All in consensus on the approval of the 2021-2022 School Fees.**
- J. Consultation on Staffing**
Consultation was held with Council. New staff in grades 1, 3, and 4. New Interventionist; Instructional Coach (District).
- K. Consultation on Room/School Space Changes**
Consultation was held with Council. Mrs. Wade proposed the following room changes; RTI Change of Interventionist to Room 8. Special Ed to Room 9, 4th Grade Classroom to Room 3. **All in consensus on the proposed room changes.**

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VII. Ongoing Learning

A. Council Training

Consultation was held with Council. Margaret Prewitt can attend after 7/15, Brad Adams has no conflicts, Anthony Sarcione will be out of town, and Lora Mason was absent.

VIII. Upcoming Deadlines

A. July 31 - New Council Members Training Deadline

IX. Adjournment

A. Next Meeting - August 5, 2021 @ 4:00pm in the WES Library.

Margaret Prewitt made a motion to adjourn the meeting at 4pm. A second motion was made by Anthony Sarcione. All in consensus on the adjournment of the meeting.