

WILLIAMSTOWN Elementary School

SBDM COUNCIL
MEETING MINUTES
August 5, 2021
4:00PM-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 August SBDM meeting to order at 4:12pm on August 5th.

Members present: Carrie Wade, LeAnnda Drysdale, Brad Adams, Margaret Prewitt, and Lora Mason.
Anthony Sarcione and Margaret Prewitt joined the meeting via Google Meet.

Guests present: Kelly West

I. Opening Business

- A. **Approval of Agenda:** Anthony Sarcione made a motion to approve the August Agenda with the date correction of “July” minutes. A second motion was made by LeAnnda Drysdale. All in consensus on the approval of the August Agenda with the date correction of “July” minutes.
- B. **Approval of July Minutes:** LeAnnda Drysdale made a motion to approve the July Meeting Minutes. A second motion was made by Brad Adams. All in consensus on the approval of the July Meeting Minutes.
- C. **Good News Items:** PBIS had a great training day! “Take Off Tuesdays” are going well.
- D. **Public Comment:** There was no public comment.

II. Student Achievement Report/Data:

A. Assessing Student Achievement

Consultation was held with Council. We do not have any updated data to share. STAR testing will be late August. We will also still be utilizing Freckle.

III. School Improvement Planning:

A. Monthly Review

Consultation was held with Council.

B. Comprehensive School Improvement Plan Overview

Consultation was held with Council on the CSIP. Council will discuss the handout at training tomorrow.

IV. Budget Report

A. Current Budgets-Review and Approve

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

V. Bylaw/Policy Review:

A. Review By-Laws:

1. **Regular and Special Meeting**
Consultation was held with Council.
2. **Open and Closed Sessions**
Consultation was held with Council.
3. **Quorum**
Consultation was held with Council.
4. **Fiscal Management**
Consultation was held with Council.

VI. New Business

A. Approval of Fundraisers/Field Trips

No fundraisers or field trips to approve.

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B. Finalize Required Documents

1. Proof of Receiving/Email Notices

Consultation was held with Council. All required documents are in.

2. Proof of Receipt Form for KY Open Records and Open Meetings Act and Managing Public Records

Consultation was held with Council. All required documents are in.

C. Discuss and Approve School Space Changes

Consultation was held with Council on the change of Special Ed to the RTI Room. **Brad Adams made a motion to approve the room change. A second motion was made by LeAnnda Drysdale. All in consensus on the approval of Special Ed moving to the RTI Room.**

D. Discuss and Approve 2021-2022 Master Schedule (Pending Board Approval)

Consultation was held with Council on the 2021-2022 Master Schedule. Times are set and cannot be changed, but feedback from staff would be appreciated. "WIN"; What I Need. Kudos to Anna Thompson for helping with the schedule. **Anthony Sarcione made a motion to approve the 2021-2022 Master Schedule. A second motion was made by LeAnnda Drysdale. All in consensus on the approval of the 2021-2022 Master Schedule.**

E. Discuss and Approve the 2021-2022 Supervision of Duties(Pending Board Approval)

Consultation was held with Council. **LeAnnda Drysdale made a motion to approve the 2021-2022 Supervision of Duties. A second motion was made by Lora Mason. All in consensus on the approval of the 2021-2022 Supervision of Duties.**

F. Consultation on Open Certified Positions

Consultation was held with Council. 1st Grade Teacher and Special Ed Teacher. We have a retired teacher doing the long term sub for 1st grade. The Special Ed Teaching position has been posted.

G. Consultation on Open Classified Positions

Consultation was held with Council. Art Teacher position is open.

H. Elect KASC Delegate

Consultation was held with Council. **Brad Adams nominated LeAnnda Drysdale as the KASC Delegate. All in consensus on the approval of the KASC Delegate nomination of LeAnnda Drysdale.**

VII. Ongoing Learning

A. Council Training - Friday August 6th.

VIII. Upcoming Deadlines

- A. August 1-October 1--Phase One of School Improvement Planning: Continuous Improvement Diagnostic; Progress Monitoring Continues through December 1.
- B. Prior to the First Day of School--Principal will review the Emergency Plan with all school staff.
- C. As of July 31--School district had to submit the American Rescue Plan Elementary and Secondary School Emergency Relief to KDE for review.

IX. Adjournment

A. Next Meeting - September 2, 2021 @ 4:00pm in the WES Library.

Anthony Sarcione made a motion to adjourn the meeting at 5:34pm. A second motion was made by Brad Adams. All in consensus on the adjournment of the meeting.