

WILLIAMSTOWN Elementary School

SBDM COUNCIL
MEETING MINUTES
October 7, 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 October SBDM meeting to order at 4:07pm on October 7th.

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

Guests present: Caryn Scheiding

I. Opening Business

A. Approval of Agenda: Anthony Sarcione made a motion to approve the October Agenda. A second motion was made by Margaret Prewitt. All in consensus on the approval of the October Agenda.

B. Approval of September Minutes: Margaret Prewitt made a motion to approve the September Meeting Minutes. A second motion was made by Brad Adams. All in consensus on the approval of the September Meeting Minutes.

C. Good News Items:

Fall Break is here!! Mrs. Wade is pleased with the meetings she has had with each teacher the past few weeks; going over PGP. We have started Student of the Month

D. Public Comment: There was no public comment.

II. Student Achievement Report/Data:

A. Accelerating Learning

Consultation was held with Council on the provided handout; "Learning Acceleration for All: Planning for the Next Three to Five Years". Consultation was held with Council on the Professional Learning Plan with Scholastic Learning Team. More products and PD will be offered via the grant. Scholastic will come to school to do training in classrooms with teachers and students. January PD will be leveled book room.

B. Assessing Student Achievement

Consultation was held with Council on STAR Data from the beginning of the year, comparing percent of at and above benchmark at each grade in math and reading, until the end of the 2020-21 school year. Consultation was held with Council on KPREP Data. Reviewed 2020-2021. Science is continuing to improve.

III. School Improvement Planning:

A. Monthly Review

Consultation was held with Council. Reviewed and assigned School Profile Report.

B. Comprehensive School Improvement Plan Overview

Consultation was held with Council on the CSIP. Nothing for Council to do on this yet. Mrs. Wade completed assurances and will begin helping with needs assessment over the next few months. Also, plans to have discussions about needs assessments during PLC's.

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 Margaret Prewitt. All in consensus on the approval of the current budgets.

B. Second Month Adjustments

\$34,415 SBDM Allocated which is \$1,070 more than projected. SBDM Admin account will house the extra money.

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V. Bylaw/Policy Review:

A. Review Policies

1. Literacy

Revisited from last month. Adjust wording to “instructional coach” from “literacy coach”. Team will look at policy and decide when to meet to include in policy. Mrs. Wade made a recommendation for “team” to be replaced with “grade level teacher lead”; will be part of the “team” to review literacy as well as special education teachers. The first reading of the new Literacy Policy will take place next month. Time needed for clarification.

2. Protecting of Instructional Time

Anthony Sarcione presented the Protecting of Instructional Time Policy to Council. **Anthony Sarcione made a motion to keep the policy as is. A second motion was made by Lora Mason. Council in consensus to leave Protecting of Instructional Time Policy as is with no changes.**

3. Writing Policy

Anthony Sarcione presented the Writing Policy to Council. The policy is too wordy, need to make more reader friendly, possibly combine with Literacy Policy. Council decided to table the policy after consultation with instructional coaches and team leads.

B. Review the following Bylaw(s)-Adjust, review calendar for end of year for all bylaws.

1. **Consensus and Voting Rules**-Consultation was held with Council.

2. **Appeals**-Consultation was held with Council. No changes in bylaws.

VI. New Business

A. School Profile Report

Consultation was held with Council.

B. Approval of Fundraisers/Field Trips

Approved Fundraisers: Anthony Sarcione made a motion to approve the below fundraisers. A second motion was made by Brad Adams. All in consensus on the approval of the below fundraisers.

Sponsor/Group	Dates/Description
Christine Thibault/Cross County	On going as soon as approved/Sell old uniforms
Lora Mason/WEBO	November 19-Orange & Black Night/Silent Auction

Approved Field Trips: Brad Adams made a motion to approve the 5th grade field trip. A second motion was made by Lora Mason. All in consensus on the approval of the 4th grade field trip.

Sponsor/Group	Dates/Description
Casey Kirk & Deanna Wynn/5th Grade	October 22/Cincinnati Art Museum-Supporting lesson plans written for NKCES Grant, Visual Art and Social Studies

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C. Consultation on Open Teaching Positions

1st Grade Position and a Special Education Position are still open. Possible candidate for 1st grade position to be interviewed next week.

D. Consultation on 1st Grade Instructional Assistant Position request

Mrs. Wade asked for Councils' support for a 1st grade instructional assistant position. There is a need for additional support for 1st graders. **Anthony Sarcione made a motion to support Mrs. Wade in asking the Board for an additional position. A second motion was made by Margaret Prewitt. All in consensus on supporting Mrs. Wade in asking for an additional position.**

VII. Ongoing Learning

A. Minority Membership on the SBDM Council

Consultation was held with Council. We do not meet the requirements for a minority membership on SBDM Council.

B. Social and Emotional Wellness for Students and Staff

Consultation was held with Council. Ali Rich is our new hire to begin working with 1st and 4th Grades via a grant.

C. Impact Kentucky Working Conditions Survey

Consultation was held with Council. Anthony Sarcione will take lead on the upcoming survey

D. Veteran's Day Requirement

Consultation was held with Council. The law requires all schools to engage in Veteran's Day. WES/WHS are making a live stream of the program.

VIII. Upcoming Deadlines

A. October 1-November 1--Phase Two Needs Assessment for Schools, School Assurances, School Safety Report

B. November 1--Your local school district office will send verification of SBDM training for each council member to KDE.

C. Mid-November through December--Impact Kentucky Working Conditions Survey for educators; results released in January.

D. Other School Requirements--November 11th, Veteran's Day

IX. Adjournment

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

Anthony Sarcione made a motion to adjourn the meeting at 5:47pm. A second motion was made by Brad Adams. All in consensus on the adjournment of the meeting.