

**CUMBERLAND TRACE ELEMENTARY SCHOOL
SCHOOL BASED DECISION MAKING COUNCIL MINUTES
February 16, 2012
Approved**

CTE Mission: Learning as much as we can to be the best that we can.

CTE Vision: Lifelong Learners and Leaders.

The Regular Meeting of the Cumberland Trace Elementary School Based Decision Making Council was held on Thursday, February 16, 2012 at 5:30 p.m. in the school library.

Calling the Meeting to Order

Mrs. Evans, Principal, called the meeting to order at 5:32 p.m.

Members present were Mary Evans, Principal, Sharon McCubbins, Melissa Zimmer, Lisa Kelton and Curtis Willis, teacher representatives and, Kim Green, Clark Arnold and Laura Jacobs, parent representatives.

Guest – Lisa Goldy.

The minutes of the January 19, 2012 meeting were approved.

Good News Reports

Adoption Support Group – Linda McKinney and Rebecca Perez are sponsoring a monthly Adoption Support Group for CTE's parents.

WKU Drama for 6th Grade – the students are enjoying the acting lessons 3 times a week with Drama students from WKU. They will perform in March.

Family Dance – This was a huge success for the students (especially for the ELL students) and families.

Public Comment – Mrs. Goldy commented on the publicity that CTE has been receiving.

Planning

CSIP

Closing the Gap Component – The goal is to have at least three family learning nights each year. We had a Family Night with an Author, International Night, and will have a Family Reading Night in March.

Primary teachers are sending home newsletters and intermediate teachers are using the website for communication with parents.

PBIS committee reports to the faculty and staff monthly.

Operation Preparation Plan

Operation Preparation will be the week of March 12-16. This is a statewide program to encourage students in grades 6-8 to think about going to college. The CTE plan for that week was shared. The guidance counselor states the 6th graders have finished the 6th grade components of their ILP and will continue to work on this until the 12th grade with their interests, goals and careers.

Budget Report

Mrs. Rzepka shared the SBDM Budget and the Activity Fund Budget.

Tentative SBDM Allocation for 2012-2013, including proposed staffing

The proposed staffing for 2012-2013 was presented to the council. The proposal will be discussed with the faculty. A motion was made by Clark Arnold and seconded by Kim Green to add the 5 extended days to the librarian position. The council unanimously approved.

Old Business

Enrollment Update

Total = 444 with preschool.

BRIMS

The 4th graders are raising funds to help support science in our school and community. Funds will be utilized for science activities, materials, and to assist BRIMS in reopening their doors to the public. Letters have been sent to businesses asking for donations.

New Business

The Leader in Me

Mrs. Evans, Mrs. Duryea, Mrs. Sanders, Mrs. Rzepka and a parent, Mrs. Buchanan will attend the Symposium, which will be held in Bowling Green in March. A CTE student will introduce speakers at the Symposium and greet guests. Students are preparing a presentation which they will do twice at the Symposium.

PBIS Report

Mr. Bushelman, principal at South Warren Middle School, conducted a walkthrough for PBIS. He noted that our CLAWS signs are visible in 4 of 5 hallways and that 5 out of 5 students asked could state our school-wide expectations.

Only 4 of 5 staff members could state them. All 5 staff said they had taught the school-wide expectations and had seen our school discipline data. Our ratio of positive to negative interactions was 5-1.

Program Review Content Validity Study

Teachers have been working very hard to collect evidence for our Program Review Content Validity study which is due 2/29/2012. The final report is due to KDE on 6/1/2012.

Technology Policy

The Policy for Personally Owned Technology Devices was presented by Mrs. McCubbins for a first reading. A 6th item was added to the last page stating that the parents had reviewed the guidelines with their child. Mrs. Evans will send the policy to Bart Darrell to see if he has any suggestions. The second reading will be in March.

The meeting adjourned 6:55.

Mary Evans

Sharon McCubbins

Curtis Willis

Kim Green

Clark Arnold

Melissa Zimmer

Lisa Kelton

Laura Jacobs