

EDYTHE J. HAYES MIDDLE SCHOOL  
(Special) SBDM

Meeting Minutes  
5/26/05

Those in attendance at the SBDM council meeting on Tuesday, May 26 were: Jay Bank, Clif Cason, David Hoskins, Daryn Morris, Victoria Mundy, Matt Sherrard, David Raleigh, Latonya Meekins, Bonnie Koehler, Robert Murray, Josh Mounts, Janie Manley and Jean Reeder. The meeting began at 10:00 a.m., adjourned at 12:30 p.m.

(1) The agenda was approved with corrections by David Hoskins and seconded by Jay Bank, (3) Accepted the first reading of the Consultation Policy, motion made by David Hoskins and seconded by Daryn Morris, (4) Committee reports: CSIP, Curriculum, PD

(3) Consultation Policy – During the interview process members should consist of one team member, an SBDM member, department chair person, and an administrator. If the department chair cannot attend, someone from that content area may attend. The elective content areas consist of two fields: arts/humanities & vocational/practical living. If the committee cannot be formed in a timely manner the principal and associate principal will do the interviewing. .

(4) Committee Reports

- (a) CSIP – Latonya Meekins gave a hand-out regarding the CSIP plan. Discussion took place regarding the various figures from the report. Mr. Hoskins asked that the CSIP have more input from the faculty.
- (b) Discussion regarding “Open Response” assessment on the CSIP. This will be included in the writing plan.
- (c) Discussion of the adoption of a uniform writing plan. The language arts department will develop a school wide writing plan for the council.
- (d) Mr. Murray suggested looking at schools with similar demographics and sizes to see how they are being successful. Mr. Hoskins suggested looking outside the district as well.
- (e) Discussion of frequent assessment, possibly on a weekly or bi-weekly basis in all classes.
- (f) Allocation of staff was discussed. Mrs. Mundy is currently working on this.
- (g) Mrs. Koehler presented the updated PD policy. Mr. Hoskins made the motion to pass, Matt Sherrard seconded. The motion passed unanimously.

- (h) Mrs. Koehler presented the PD plan for the 05-06 school year. Discussion centered on alternative PDs for experienced staff in terms of CHAMPs training. The plan includes three 6 hour trainings before school and one-three hour training in October. Matt Sherrard made the motion to accept the plan and Dave Hoskins seconded. The motion passed unanimously.
- (i) Council decided to meet twice in June in order to finish the state mandated policies.