

**EDYTHE J. HAYES MIDDLE SCHOOL  
SBDM COUNCIL MINUTES  
AUGUST 25, 2009  
HELD AT EJH CONFERENCE ROOM**

**Present:** Sherri Heise, Lois Wiggins, Nick Payne, Chris Williams, Judy Snow

**Guests:** Beth Naylor (SAM), Dana Smith (time coach)

- I. **Call to order:** Mrs. Heise called the meeting to order at 4:45 PM.
- II. **Reading of Mission Statement:** The council read the mission statement.
- III. **Agenda Approval:** Mrs. Wiggins motioned to accept the agenda. Mr. Payne seconded. Unanimous decision.
- IV. **Previous Meeting's Minutes:** Mr. Williams motioned to approve the previous meeting's minutes. Mrs. Snow seconded. Unanimous decision.
- V. **Public Address:** No one wished to address the council.
- VI. **Good News Report:** Mrs. Wiggins reported the orchestra had been invited to perform for the school board in March, and that the orchestra received a gold level program of excellence from KMEA. The volleyball team remains undefeated thus far this season. Mrs. Wiggins reported that many staff have stated this has been the smoothest start of any school year for EJH, and that the students have an obvious sense of pride in their school.
- VII. **Budget and Staffing:** Mrs. Heise and Ms. Naylor submitted revisions to the 09-10 section 6 (SCIF) budget. The changes were due to funds no longer needed for RFP positions now being free for transfer. The changes recommended are outlined below:

<b>Account 0341077- EJH Principal Office</b>				
<i>Object code</i>	<i>Original amount</i>	<i>Change</i>	<i>Balance as of 8/25/09</i>	<i>Notes</i>
0810- Registration Fees & other dues	\$5,700	(\$1,100)	\$503.08 (\$4,600)	Credit \$500 to 0550; \$204 to 112; \$396 to 113
0550- Printing & binding	\$0	\$1,000	\$1,000	Received \$500 from 0610 and \$500 from 0810
<b>Account 0341118- EJH Regular Instruction</b>				
0110- Certified Permanent Salary	\$12,859.90	(\$2,628.90)	\$10,231.00	Credit \$1,400 to 0589; \$1,000 to 0610
0111- Extended Day	\$4,300	(\$4,300)	\$0	Credit \$4,300 to 0120
0589- Travel (Board approved)	\$0	\$1,400	\$1,400	Received \$1,400 from 0110
0610- Supplies	\$17,000	\$1,000	\$9,633.01 (\$18,000)	Received \$1,000 from 0110
0810- Registration Fees & Other Dues	\$0	\$169	\$169	Received \$169 from 0110
0112- Extra Service (supplemental duty)	\$7,650	\$204	\$7,854	Received \$204 from 0810-(077)
0120- Certified substitutes	\$0	\$3,146	\$3,146	Received \$3,146 from balance
0113- Other certified stipends	\$0	\$1,812.50	\$1,812.50	Received \$59.50 from 0110; \$396 from 0810; \$1,357.50 from Balance

Mr. Williams motioned to approve the budget changes. Mr. Payne seconded. Unanimous decision.

- VIII. Committee Reports:** Mr. Hoskins submitted a report from the Foundations committee regarding a timeline for staff and student incentives.
- IX. Student Learning:** Mrs. Heise reported that numerous conversations are occurring in the building regarding pre-assessments. The staff will be trained on August 26, 2009 on the new Measure of Academic Progress testing system. Reviews of math placement is also occurring.

Mrs. Naylor submitted a field trip request from the seventh grade. The trip will be to Harveysburg, OH for the Renaissance Fair. The trip will be an extended trip because of time and distance. Ms. Wiggins motioned to approve the trip. Mrs. Snow seconded. Unanimous decision.

- X. Principal Report:** Mrs. Heise stated that the staff is doing a self-audit on instruction. Mrs. Heise is currently interviewing all staff members regarding curriculum, assessment, and instruction. Mrs. Heise, Mrs. Hunt, and Mr. Hoskins are also conducting observations of all staff members to triangulate this data with the interviews.
- XI. Policy Review:** Mrs. Heise submitted a policy review chart, which detailed each policy, the date last updated, and the priority of review. The council was tasked with prioritizing the policies and setting a timeline for revisions and review by ad-hoc committees.
- XII. Set Working Agenda for Next Meeting:** The council set the working agenda for the next scheduled meeting.
- XIII. Adjourn:** Mr. Payne motioned to adjourn. Mr. Williams seconded. Unanimous decision to adjourn at 6:10 PM.