

- iii. Ice Machine for staff- When will be installed? Mrs. Kelly will ask as this was a gift from the district last year but conflicts with installation occurred due to water line.
- iv. Perfume- Concerns over use at school. Council will address today when reviewing the dress code policy under accessories category.
- v. Buses- Concerns over students not being walked all the way out and students leaving sidewalk prior to reaching their bus while buses are entering the parking lot still. Mrs. Kelly will share expectation with staff that all grades should walk students out. Students stay on sidewalk until reach their bus. Teachers need to supervise and monitor for buses entering lot.
- vi. Field trips- Checklist needed for teachers to follow to plan accordingly. On the checklist, notify related arts, cafeteria, nurse needs to be included.
- vii. Bus- Concerns over food on bus. Mrs. Kelly explained that disciplinary actions are warranted if food on bus and must be reported by bus driver.
- viii. Gym equipment is being used by classrooms for recess and kids after school. Mrs. Kelly will set expectations for this next year. All grades should have own recess equipment.

Planning for Student Achievement:

Comprehensive School Improvement Plan:

- *Class/Teacher Assignments*- Mrs. Kelly shared updated enrollment numbers for each grade level and number of homerooms per grade level. One change from when this was reviewed in May, is the need to take one first grade homeroom and make it a K/1 split homeroom. This will alleviate numbers for kindergarten homerooms while still maintaining sizes for 1st grade. Since we only have two kindergarten homerooms this year, the third kindergarten IA will be used for the K/1 split classroom. Motion made by R. Whitaker and seconded by D. Kirkpatrick to approve.
- *Classroom Space Assignments*- Mrs. Kelly shared any space assignment changes from the previous school year. Intervention will move to primary hall, 4/5 special education resource will move to old intervention space, Room 105 will be open for pull out groups, and a locker room office will potentially be used for an SRO office pending SRO assignments for next year. Motion made by J. Dickerson and seconded by P. Nicholas to approve.
- *Instructional Day Shell*- Motion made by R. Whitaker and seconded by J. Dickerson to approve the instructional day shell. Details for each area are below.
 - *Arrival*- Mrs. Kelly surveyed teachers to gain feedback on preference of weekly or daily early duties. 6 voted for weekly, 2 voted for daily, and 2 voted for either. Therefore, council approved a weekly early duty schedule. K/1 split class was discussed and determined that K will go to library and 1st will go to cafeteria as designated. Council would like staff reminded that report time is 7:45 and those relieving teachers at 7:50 need to be on time for supervision and safety. Council also discussed afternoon duty and expectations for staff kids to report to gym and

- all remain seated until dismissal time is over. Students should not be out of gym during dismissal unless being supervised by parents that are no longer on duty.
- *Related Arts*- Related arts schedule reviewed. Continuing with colored weeks. Will combine week of 11/18 and 11/25 due to Thanksgiving. 2nd grade has been 50-minute related arts block but Mrs. Kelly proposed two 25-minute blocks like kindergarten and first grade. Mrs. Nicholas will consult with related arts team. Council is supportive of whichever the related arts team prefers. Related arts will have a common planning time this year which will allow for PLC and PBIS team work. While related arts averages to 85 minutes of planning per day, some weeks are only 35 minutes but others are 110 minutes. The additional 35 minutes is the common planning time which will be used for committee work. Additionally, related arts has been given additional time in the past considering they have to plan for nine grade levels.
 - *Teacher Planning*- 50 minutes for classroom teachers and 85 minutes average for related arts teachers.
 - *Lunch Minutes*- Council discussed allotting 25 minutes for lunch because policy states students will have 20 minutes to eat once seated. This additional 5 minutes allows time for students to get through line and seated. Additionally, this year we will mix primary/intermediate grades for the 1st and 2nd lunch to hopefully help with assisting students as all primary students need significant help opening items, cleaning spills, etc.
 - *Middle School Blocks*- Council approved to go back to 7 periods this year and eliminate the RTI period. RTI will be embedded into each class period as teachers will utilize station teaching and other strategies to address intervention needs. A modified club day schedule will be created to utilize on Club Fridays which will modify the full day, not just last period.

Other Business:

Dress Code Policy, 2024-2025

Council discussed dress code policy changes including wording to tops to include off shoulder and cold shoulder. Also, discussed wording on accessories for chains, keychains, and cologne/perfume. Special events will be communicated by event sponsor and phrase regarding principal having final determination were added. Motion made by P. Nicholas and seconded by J. Dickerson to approve with discussed changes.

New Hires

Motion made by R. Whitaker and seconded by D. Kirkpatrick to approve the following new hires.

- Mallory Blair- Head VB Coach
- Elizabeth Downs- MS Social Studies
- Lori Butcavage- Custodian
- Jennifer Johnson- MS Beta Sponsor

Motion made by J. Dickerson and seconded by P. Nicholas to adjourn the meeting. Meeting adjourned at 4:18 p.m. The next SBDM meeting will be held on Tuesday, July, 23 2024 at 3:30 pm.