

March 20, 2025

SBDM Special Meeting Minutes

Caywood Elementary Conference Room

4:00pm

[SBDM Google Drive Folder](#)

OPENING BUSINESS

- Reading of the Mission Statement
- ***"At Caywood Elementary, everyone creates a positive culture where we Communicate, Connect, Encourage and Thrive"***
- **In attendance:** Kim Mott, Lauren Hunter, Lauren Olson, Linda Craig, Michelle Robbins, and Jen Schutte
- **Motion to approve the agenda was made by:** Michelle Robbins and Seconded by Lauren Olson
- **Approval of Minutes from:** [February 18, 2025 Speical Meeting Agenda Minutes](#)
Approved by: Lauren Hunter and seconded by Jen Schutte
- Public Comment
- Good News -

COMMITTEE REPORTS

None

OLD BUSINESS

NEW BUSINESS

- [Wellness Committee Minutes 3/11/25-Review of Wellness Committee Minutes](#)
- Kim reviewed the information with the team and discussed upcoming staff events
- March 21st we'll have a staff luncheon and a coffee truck
- **Approval of Staffing Plan for 2025-26 school year**
 - [Caywood 2025-26 Staffing Plan Worksheet](#)
Motion to approve the 2025-226 staffing plan was made by: Michelle Robbins and seconded by Linda Craig, consensus was reached.

Motion to adjourn made by: Lauren Hunter and seconded by Kim Mott

Upcoming Meetings

April:

- **Approval of Professional Learning Plan for 2025-26**
- **Teacher/Staff interviews will begin in April**