Local School Improvement Council (LSIC)

December 1, 2025 Meeting Minutes

Minutes are a written account of what transpired during a meeting. Minutes are recorded by a designated member of the group and posted to your school's website.

Name of School:	Burch PK-8	Name of Chair:	Hillary Hall
Date of Meeting:	12-1-25	Name of Principal:	P. Hinkle-Brown
Place of Meeting:	Auditorium	Start/End Times of Meeting:	4:30-5:29

1. Call Meeting to Order: Hillary Hall, Chairperson called the meeting to order at 4:30 PM.

2. Roll Call: LSIC member signed-in Members present Paula Hinkle-Brown, Hillary Hall, Travis Ward, Summer Pruitt, Deanna Powers. Tabitha Hitchock, Stacey Floyd, PJ Billips, Shawna Belcher, Ashley Edministon, Donnie Edwards, Cassie Williamson, and Sienna White

3. Reading and Approval of Minutes: Hillary Hall read the minutes from October 13, 2025 meeting. Motion to approve the minutes by PJ Billips, motion seconded by Hillary Hall: All in favored minutes were approved.

4. Principal's Report: Paula Hinkle-Brown, Principal gave an update on the 3rd month attendance based upon report showed the daily attendance rate has dropped from the 2nd month to 3rd month to 91.362%. The Chronic absence rate has increase to 39.320% however several home visits have been conducted. Student with perfect attendance for month of November got to put a pie in the face of a staff member. We are receiving more doctor's excuses and parent notes for days a student is absent. Work orders have been submitted for a variety of issues such as heating in class/auditorium, doors not closing completely, and removal of dead tree in front of the building. During December we have planned a Christmas Program, celebrations, and spirit week for staff and students.

5. Office/Committee Reports: The Communities in School Liaison (CIS) discussed ways to help with daily attendance. She has made several home visits to students identified as chronically absent along with attendance contracts with students. There is a Student Assistance Team just for attendance and several students have been referred due absences. It was recommended that attendance programs be held closer to the end of the day, randomly select a day of the week for attendance incentive. And give 5 Bulldog bucks per teacher to hand out during the month for improved attendance/faithfull/perfect which can be used to purchase in school store. Safety group asked about having camera's put in the elementary hallways, getting signage for appropriate ways/activities for the playground and track areas. Can a sign "one-way) be put up to let parents know how to exit the outside school grounds on days of events.

6. Items Discussed:

    - Due to the limited number of local businesses to write a letter on Behalf of the Burch LSIC become business sponsor. We could see how they may be able to sponsor different events or items for the betterment of the school and students. This letter could be given to other businesses outside of the local area such as doctor's offices, banks, etc.…

    - Recognition Wall in the school for our business' sponsors.

    - A declaration/meeting of our business sponsors

    - Create an outdoor lunch area for teachers and students. Administrators and teachers could reserve the area for "Lunch with a Teacher/Principal", classroom activities, attendance rewards, and/or positive behavior rewards.

7. Motions, Orders, Resolutions, Ordinances and Measures Proposed: Motion from previous meeting new start time of 4:30 for upcoming meetings was approved/confirmed by all members. A motion to adjourn the meeting was made by Shawna Belcher and seconded by Travis Ward. Motion was approved by all members.

8. Announcements: Next meeting will be on March 9, 2026 at 4:30 Pm in the auditorium.

9. Adjournment: Meeting was adjourned at 5:29 PM