Local School Improvement Council (LSIC)

Meeting Minutes Template

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:	March 9, 2026	Name of Principal:	P. Hinkle-Brown
Place of Meeting:	Auditorium	Start/End Times of Meeting:	4:30-5:13

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

2. Roll Call: LSIC members signed-in. Members present Paula Hinkle-Brown, Hillary Hall, Summer Pruitt, Deanna Powers, Tabitha Hitchock, Stacey Floyd, Cassie Williamson, and Sienna White

3. Reading and Approval of Minutes: Hillary Hall read the minutes from December 1, 2025 meeting. Motion to approve the minutes by Summer Pruitt, motion seconded by Deanna Powers. All in favored minutes were approved.

4. Principal's Report: Paula Hinkle-Brown, Principal gave an update on the 6th month attendance based upon county report which showed the daily attend rate had increased from 5th month to 6th month of 93.974%. The Chronic absence rate had decreased to 16.389% with several home visits being conducted. The school safety committee met and our working on additional safety measures for school events. There will be designated areas for parking at school with additional parking at Transportation Office. Visitor's attending celebrations will be given a sticker to identify elementary or middle school area. Signs will be posted directing parents and/or guardians to rooms for events. Staff will be located in specific areas to assist with monitoring and directing parents and/or guardians.

5. Office/Committee Reports: The Communities in School Liaison (CIS) in discuss how the daily attendance had improved and Chronic Absent rate has decreased. The winner of the Snow Ball attendance incentive event for last month was the third grade so they selected a neon glow dance as their reward. This month's theme is March Madness where grades compete against each other for the highest attendance. All students will get to participate in an egg hunt due to increased attendance along with decrease chronic absenteeism. Each grade level will have at least 500 eggs to find as a whole school attendance incentive activity.

   School Safety Committee has developed a plan for celebrations and events held during the school day. Visitor's attending celebrations will be given a sticker to identify elementary or middle school area. In addition, designated areas for parking at the school with extra parking at Transportation Office.

6. Items to be Discussed:

    - Update on new roof for the old section of the building. Burch is on a list to get a new not sure of when that will occur.
    - AC/Heating unit in the auditorium has been repaired
    - Work order has been submitted to have tree in front of the old entrance removed
    - Parent volunteers assisted with the Get A Life Program. Volunteers are being contacted to assist however several are not available for a variety of reasons.
    - Title I will be hosting a Math Family game night. Invitations were sent out with confirmation calls by Title I teachers.
    - Awards for end-of-year have not yet been set.

7. Announcements: Next meeting will be on May 18, 2026 at 4:30 pm in the auditorium

8. Adjournment: Meeting was adjourned at 5:13pm