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:	6-1-26	Name of Principal:	P. Hinkle-Brown
Place of Meeting:	Auditorium	Start/End Times of Meeting:	4:00-4:45 pm

1. Call Meeting to Order: Hillary Hall, Chairperson called the meeting to order at 4:00pm

2. Roll Call: Members present Paula Hinkle-Brown (via phone), Hillary Hall, Tabitha Hitchock, Shawna Belcher, Deanna Powers, PJ Billips, Travis Ward and Richard Powers

3. Reading and Approval of Minutes: Hillary Hall read the minutes from the March 9, 2026. Motion to approve the minutes by Tabitha Hitchock, motion seconded by Shawna Belcher. All in favored minutes were approved.

4. Principal's Report: Due to no quorum present on 5-19-26 members were contacted and meeting was rescheduled to 6-1-26. Principal gave update on the 7th and 8th month attendance based upon county report which showed an increase from 90.816% to 91.185%. The Chronic absence rate had increased from 30.143 to 42.028. A possible reason for increase is excuses not being sent in to be recorded. Several home visits have been conducted along with meaningful contacts. The Strategic Plan for upcoming school years was approved. Several work orders have been submitted based on safety concerns. A request has been made to have cameras installed on the elementary side in both stairwells as there are currently none in those stairwells. A meeting was to be held with Superintendent to discuss replacement of bleachers damaged last year. The county treasurer was going to check with insurance company as to where and what kind of bleachers could be replaced and covered by policy. Also, treasurer was to check on any new regulations for bleachers since school is no longer a high school but a PK-8 school. The number of parent volunteers has increased slightly from last year. Parent volunteers help with recent Book Fair. Title I Family Math Night was a success with parents and students learning way to improve math skills.

5. Officer/Committee Reports: The Communities in School Liaison (CIS) discussed all identified students on caseload having approved daily attendance by 2% some had even exceeded their personal attendance goals. Reasons for students meeting goals were positive rapport between staff and students, staff members made points to check in on specific students, personal contacts, positive comments, along with incentives. Teachers were given 5 tickets per week which would be given out for improved attendance, positive behavior, or academic

progress. Tickets would be turned in for purchases. In addition, random day of attendance recognition in which those students in attendance would have names drawn for a prize.

6. Items to be Discussed:

    - Update on new roof for the old section of the building due to water leaks.
    - Work order will be submitted again to have dead tree in front of the old main entrance removed.
    - Sports banquet was recently held.
    - Stage resurfaced
    - Seats in the auditorium are broken as the bolts in the floor have come out. A work order will be submitted again to have seats fixed.
    - Dates for Back-to-School plan for 2026-2027 school year

7. Motions, Orders, Resolutions, Ordinances and Measures Proposed: Document the name of the person proposing each action and the disposition of the matter. Record the exact wording of the motion. Results from all votes must be documented.

8. Announcements: The LSIC first meeting for 2026-2027 will be September 8, 2026 at 4:00 pm

9. Adjournment: A motion to adjourn was made at 4:45 by Travis Ward and seconded by Tabitha Hitchock. All in favor meeting was adjourned.