

## INDIAN HILLS ELEMENTARY SCHOOL

### Site Base Council Meeting

September 19, 2016

Members Present: Tonya Oakley, John Hallmark, Brandi Majors, Marshall Adcock, and Danielle Robinson were present. Also present was Tammy Dooley, the new minority teacher representative, as well as Paulette Wilson, our Title I coordinator.

Opening Business: Ms. Oakley called the meeting to order.

Minutes: The Minutes from the previous meeting on August 15, 2016 were presented. John Hallmark made a motion to approve the Minutes. Marshall Adcock seconded the motion, and the motion carried.

Introduction of New Members: Ms. Oakley welcomed new member, Tammy Dooley, who will be serving as our minority teacher representative. She will be completing her SBDM training as soon as possible.

Good News Reports: Ms. Oakley reported that MAP testing has been going well and should be completed very soon. The teachers have already started using the data to establish RTI groups. Ms. Oakley also announced that she is hiring another tutor for 15 hours a week. The new tutor has already been included in the RTI schedule, and the new person should be hired and will begin as soon as possible. Ms. Oakley also reported that our staffing will remain the same for the remainder of the year. Central Office has reviewed our enrollment numbers and has determined that we will not lose or gain any staff at this time based on our enrollment.

Ms. Oakley shared that we had our PBIS walk-thru recently, and she was pleased to report that our score this year was 91%, which was up dramatically from last year's 52%. She stated that our faculty, staff and students know the schoolwide expectations, and for the most part, everyone is on board with PBIS. She said that she has already reached out to the staff members with whom she has some concerns, and that she has had staff members come to her for guidance on PBIS issues.

Title I: Paulette Wilson presented several Title I reports that either have been turned in to Central Office or will be turned in very soon. She went over the reports and explained them, and there was some discussion about them. She also explained that there are no funds remaining in the Title I budget for the remainder of the year due to the salaries that will be paid from the Title I funds.

One of Mrs. Wilson's reports was the Family Events Calendar, and Ms. Oakley discussed some of the upcoming events planned for the school, including Literacy Night which will be in conjunction with a PTO meeting and the Fall Book Fair. Also, the PTO will be organizing the Fall Festival on October 21<sup>st</sup>. There was also some discussion about the WatchDogs Program which we will be hopefully kicking off very soon. WatchDogs is a program designed to get fathers and male role models in the building volunteering and interacting with our kids.

Budgets: The budgets were presented to the Council, and there was some discussion about them. Ms. Oakley explained that we have already used a good portion of our site base budget, due to the fact that there has been no Title I funds available. However, there are funds in the school activity account that can be used to purchase things for students, and we will be raising funds throughout the year to help purchase things our students need.

Policies and Bylaws: At the previous meeting, a copy of the Bylaws was presented to the Council for review. After a brief discussion about the Bylaws, Danielle Robinson made a motion to approve the Bylaws as presented; Brandy Majors seconded the motion, and the motion carried.

Ms. Oakley next presented the Homework Policy that was written to reflect the policy created by the Council at the last meeting. This policy was presented for first reading, and there was some discussion about it. John Hallmark made a motion to approve the Homework Policy as written; Marshall Adcock seconded the motion, and the motion carried.

Ms. Oakley then explained that we need to develop a grading policy. She presented a sample policy for the members to review and asked that everyone review the policy and be prepared to discuss and develop our own grading policy at the next meeting. Also, Ms. Oakley presented the School Wellness Plan and asked that the members review this policy and be prepared to discuss and revise it if necessary at the next meeting.

KPREP Test Scores: Ms. Oakley announced that test scores are available, although she is not allowed to release the information yet. The scores will be released to the public on September 29, 2016, and Ms. Oakley will be allowed to release scores to faculty and staff on September 27, 2016.

Your Duty Under the Law and Managing Government Records: Ms. Oakley presented this document to all Council members for their review and signature. There were no questions presented, and everyone signed the document as presented.

Next Meeting: The next meeting will be held on October 17, 2016, at 2:30.

Adjourn: There being no further business, John Hallmark made a motion to adjourn. Marshall Adcock seconded the motion, and the meeting was adjourned.