

Ewing Elementary School

Site Base Decision Making Council Minutes

Meeting Date: November 10, 2015

Location: EES Library

Members present: Michelle Hunt, Lisa DeHart, Shawnda Fizer, Jeremy McCleese, and Betsey Niel

Council Member Jill Bradley was absent.

Guests: Kim Shannon, Melissa James

- I. Call to Order: Meeting was called to order by Michelle Hunt.
- II. Moment of Silence: Council members observed a moment of silence.
- III. Welcome Guests – Mrs. Hunt welcomed the guests who were present.
- IV. Approve Agenda: On a motion by Mrs. Fizer and a second by Mr. McCleese the council approved the meeting agenda.
- V. Approve Minutes: On a motion by Mr. McCleese and a second by Mrs. Niel the council approved the minutes of the October 13, 2015 meeting.
- VI. Student Achievement
 - a. Assessing Student Achievement – Mrs. Hunt informed the council that teachers are meeting weekly and bringing data to the table to track student achievement. The next schedule for Benchmark Assessments is December 14th thru the 18th. MAP testing will occur in January. Mrs. Hunt is conducting weekly ELEOT and mini-observations of the staff.
 - b. Student Achievement Report – Mrs. Hunt reviewed with the council the schoolwide PDSA which has been created.
- VII. School Improvement Planning
 - a. Mrs. Hunt stated to council that we are in the process of completing the school improvement plan through GMAP; the school leadership team will be meeting on November 16, 2015 to work on this plan. The plan will need to be approved by Site Base Council and submitted to KDE by December 1, 2015.
 - b. Major revision decisions to the school improvement plan will need to be finalized before submission on December 1, 2015.
 - c. 2015-2016 Instructional Budget Amendment – Mrs. Hunt reviewed with the council the revised instructional budget which has been reduced by \$700. She also reported that we had purchased a membership with KASC in the amount of \$400. This membership will provide the school with guidance to site base bylaws and policies. On a motion by Mrs. DeHart and a second by Mrs. Fizer the council approved the revised budget.

- VIII. Bylaw Reading – Council conducted the first reading of the Bylaws for SBDM. On a motion by Mrs. DeHart and a second by Mrs. Fizer council approved this reading of the Bylaws
- IX. Policies Reading – Council conducted the first reading of SBDM policies. Council agreed to look more closely at dress code; committees; loss of recess due to behavior; discipline management; and writing policy at the second reading. On a motion by Mrs. Niel and a second by Mr. McCleese council approved the first reading of the SBDM policies.
- X. Old Business:
 - a. Ewing Elementary PBIS: Mrs. Hunt proposed to council amending the Pennant Drop of students from 1 bus referral to 3 referrals. After discussion among council members it was agreed to amend the policy to 3 bus referrals resulting in a pennant drop for students; with flexibility for principal discretion based upon the severity of the student infraction. On a motion by Mrs. Fizer and a second by Mr. McCleese council approved this change.
- XI. New Business:
 - a. Financial Reports
 - i. School Activity Accounts – council reviewed the October school activity accounts and Mrs. Hunt reported that Mrs. DeAtley is in the process of moving fall festival money to teacher activity accounts. On a motion by Mrs. DeHart and a second by Mrs. Fizer, council approved the report of School Activity Funds.
 - ii. The council reviewed the October 2015 MUNIS accounts with Mrs. Hunt and she explained that this is the amount that the school receives from SEEK funds. On a motion by Mrs. Niel and a second by Mrs. DeHart, council approved the report of MUNIS accounts.
 - b. Month 3 Attendance Report – Mrs. Hunt reported that Ewing was 1st in Total Attendance and Most Improved for the district. On a motion by Mrs. Fizer and a second by Mrs. Niel, council approved the attendance report.
 - c. Parent Survey – Mrs. Hunt reported to council that we had 300 in attendance for data night and the 75 parents completed the Parent Survey with an overall rating of 4.19; the survey showed that we have made great improvements in our culture.
 - b. Upcoming Deadlines/Next Meeting Date: There will be a called SBDM meeting on November 30, 2015 at 4:30 p.m.; GMAP is to be submitted by December 1, 2015; Richard DeLong from KDE will be at school on November 18th to present a PLC on science standards; Fifth Quarter will occur on November 24th; No school

November 25th, 26th, and 27th; Latisha Sparks from KDE will be at our school the week of December 7-11 working with intermediate teachers; Benchmark testing will occur December 14th – 18th; next regular SBDM will be Tuesday, December 8, 2015 at 4:30 p.m.

- XII. Other –PTO will be voting to purchase movie tickets for the entire school for December. A buzzer system is being installed for the building to allow office staff to use when visitors arrive.
- XIII. Adjourn: Upon a motion by Mrs. Niel and a second by Mrs. Fizer council approved to adjourn at 5:48 p.m.