

Holmes High School
SBDM Regular Meeting
Approved Minutes: September 26, 2013

Meeting called to order at 4:00 pm

SBDM Members

Dennis Maines – Chairperson
Alan Haire – Teacher Representative
Angie Turnick – Teacher Representative
Ashley Lorenz – Teacher Representative
Melissa Howard – Parent Representative
Vicki Sullivan – Parent Representative
Alvin Garrison – Central Office Support
Bill Grein – Central Office Support
Davana Herron, Secretary

Agenda

1. Roll Call
2. Approval of the August 27, 2013 meeting minutes
3. Additions to the Agenda
4. Public Input
5. Student Achievement and Instructional Update
 - PLAN testing
6. Writing Policy First Reading – Ms. Turnick
7. Dress Code Policy Revision – First Reading – Mr. Maines
8. Staffing Update – Mr. Grein
9. Advanced Programs Discussion – Mr. Garrison
10. Distribution of ORA and OMA Materials
11. Budget Update
12. Enrollment
13. Adjournment

1. Roll Call

Present – Dennis Maines, Alan Haire, Angie Turnick, Ashley Lorenz, Alvin Garrison

Absent: Melissa Howard, Vicki Sullivan, Bill Grein

Others Attending: Davana Herron – Secretary

2. Approval of the August 27th, 2013 meeting minutes: Motion to approve by Member Haire. 2nd by Member Lorenz. Minutes approved by consensus.
3. Additions to the Agenda –
 - Good News – Mr. Haire stated that the carpentry students built a dog house for the football team to enter the field on game nights. The homecoming game and dance went well.

Mr. Maines stated that plan testing went well. The Close the Deal event will be held on October 4th.

4. Public Input - No public present
5. Student Achievement and Instructional Update
 - PLAN testing – As a group, the students did very well on the surface.
6. Writing Policy First Reading – Ms. Turnick

Holmes High School

SBDM Council Policy

**Writing Policy
Required**

Schoolwide Writing Program

To ensure that students are provided multiple opportunities to develop complex communication skills teachers will

1. Have lesson plans that reflect explicit teaching of the Kentucky Common Core Standards for Writing.
2. Link writing instruction to reading instruction across all content areas, analyzing print and non-print materials to serve as guides for students writing.
3. Include appropriate writing in every unit of study as a natural outcome of the content being studied.
4. Require all students will keep evidence of working writing folders on SKYDRIVE showing evidence of technology use, a variety of purposes and forms, as well as descriptive feedback based upon the standards.
5. Participate in professional development opportunities in the area of writing.
6. Maintain working writing portfolios. Teachers are required to contribute the expected number of portfolio entries to a students’ portfolio during the school year.

Teacher Expected Contributions		
Portfolio Entry	Purpose	# of Entries Required
Content Area Writing: This must be a publishable piece that is written for an outside audience and demonstrates evidence of the writing process.	English: Narrative	1
	Social Studies: Argumentative	
	Advocacy: Reflective	
	Science: Descriptive	
	Math: Informative	
	Elective Courses: argumentative, informative, or descriptive	

Evidence of Student Writing Opportunities	
Teachers are also expected to contribute the indicated types and numbers of the writing below to the student portfolio:	
Type of Writing	# of entries
Writing to Learn- any writing students do to enhance learning (sample pages from ICN, notes, entrance slips, and exit slips).	2
Writing-to-Demonstrate-Learning- Included in this category are essays, sample pages from ICN, constructed response questions, etc.	2
On-Demand- On-demand is done in one setting (constructed response, writing samples with no revision).	1
Research Project- This includes naturally occurring research based on content as well as the traditional research paper. This would include lab reports, market research, statistical reports with analysis, etc.	1
Technology: 21st century digital tools used during drafting and or publishing- This includes radio and TV scripts, speeches, power points, pod casts, video projects, web page designs, DVDs, etc.	1

Administrators and instructional coaches will work with teachers in order to stay apprised of students' writing efforts, strengths and weaknesses.

Students are responsible for maintaining and updating their portfolio.

Student portfolios will be reviewed twice a year by each student's advocacy teacher. Students will be provided with feedback after each review.

PORTFOLIO REVIEW

Student portfolios will be reviewed once during each semester by the student's advocacy teacher. Advocacy teachers will provide students with feedback after each review.

First Reading 9-26-13

Ms. Turnick explained that the policy was changed to meet expectations, including teacher expected contributions. The policy was made more concrete and left out procedural details. The language was changed to meet the standards. The need from teachers is for consistent, quality feedback. Motion to approve by Member Lorenz. 2nd by Member Haire.

7. Dress Code Policy Revision – First Reading – Mr. Maines

Holmes High School

SBDM Council Policy

<p style="text-align: center;">Dress Code Policy HHS Best Practice Policy</p>

In order to maintain an environment that provides for the care, welfare, safety, and security of all members of the school community, and to reduce distractions in the classroom, students will be required to follow certain guidelines for clothing. Certain items will be prohibited because of safety concerns or because they distract from the educational process. The administration reserves the right to determine whether or not a garment is appropriate for school.

The outer layer of clothing determines the dress code. For example, you are in violation of dress code if you wear a mini skirt over leggings, since the skirt is the outer layer of clothing.

Shirts/Dresses

- Must cover at least three inches from the neck to the shoulders.
- The stomach, back, and cleavage must be appropriately covered. Shirts and upper body garments must come to the waist.
- Shirts/blouses that are considered provocative or a distraction are also in violation of the dress code expectations.
- Must be free of logos that include profanity, crudity, sexual references, gang symbols, or references to drugs or alcohol

Pants/Shorts/Skirts

- Must be worn at the waist and must cover anything worn underneath them. It is not permissible to wear spandex tights under shorts or skirts that are not the required length in an attempt to compensate for the short length of the skirt or shorts.
- Must be free of accessories, such as chains, that have the potential to cause bodily harm.
- Skirts and shorts must come to the top of the knee.
- Hooded sweatshirts are permitted, but the hood must be down at all times.

Prohibited Items

- Hats, doo-rags, beanies/winter sock hats or other full head coverings are not to be worn in the building and must be kept in lockers during the day. If a student is found to be in violation, the head covering will be confiscated and returned to the student at the end of the week.
- Spandex shorts or pants, leggings, tights or any garment designed to be provocative or a distraction.
- Trench coats are to be kept in lockers during the school day. Lightweight jackets, warm up jackets, or similar garments may be worn as a single layer over a shirt.

- Face/Body painting that is, considered by administration, a distraction to the educational process.

DATE OF FIRST READING – 9-26-13

DATE OF SECOND READING –

Mr. Maines presented this policy with an added statement of prohibited items. Council suggested adjusting the wording to read;

Exceptions to this may be made by administration to support a spirit day or school sanctioned event.

Motion was made by Alan Haire, 2nd by Angie Turnick to approve as first reading with suggested change in wording.

8. Staffing Update – Mr. Grein – Mr. Maines stated that with increased enrollment we are looking to hire one additional teacher, maybe two. Mr. Dearborn is getting numbers together on the course loads. We are looking at hiring in the areas of English and Math. In addition, a teacher has resigned and a posting for a Arts & Humanities Music Instructor/Band Director has been posted.

9. Advanced Programs Discussion – Mr. Garrison – Mr. Garrison reported that he and Mr. Maines met with some representatives from International Baccalaureate. The IB representative introduced us to some options as a possibility to serve the program. Mr. Maines will distribute to council the information presented by the IB representative. Mr. Maines and Mr. Garrison stated that we will continue to make plans to continue with a public forum.

10. Distribution of ORA and OMA Materials – Mr. Maines distributed materials to SBDM council members.

11. Budget Update – Mr. Maines provided SBDM council with a budget update. There is roughly \$58,000 remaining. Mr. Maines stated that the budget will balance out since many purchases occur at the beginning of the school year.

12. Enrollment – Current enrollment is 861 students.

12. Adjournment - Motion to adjourn by Member Haire. 2nd by Member Turnick. Meeting adjourned at 4:58 pm.

Next meeting scheduled is for October 29, 2013 at 4:00 pm.