

# Holmes High School

## SBDM Meeting

### Approved Minutes: October 19, 2015

#### SBDM Members

Scott Hornblower, Chairperson  
Renata Kennison, Teacher Representative  
Karen Zaino, Teacher Representative  
Anthony Magner, Teacher Representative  
Julia Riley, Parent Representative  
Daniele Axtell, Parent Representative  
Alvin Garrison – Central Office Support  
Davana Herron - Secretary

### Agenda: October 19, 2015

1. Opening Business
  - a. Roll Call
  - b. Approval of the Agenda
  - c. Approval of the minutes of the previous meeting
  - d. Good News Report(s)
  - e. Public Comment
2. PTSA Update
3. Program Review Update
4. School Improvement Planning Report
5. Budget Report
6. Other Committee Reports
7. Bylaw or Policy Report or Review
8. New Business
  - a. Curriculum/Instruction
  - b. Staffing Update
  - c. Enrollment/Attendance
  - d. Council to Council meeting
  - e. SBDM member election
9. Adjournment

Meeting called to order at 4:31 PM by Scott Hornblower, Chairperson.

### **1. Opening Business**

**a. Roll Call** – Present – Scott Hornblower, Renata Kennison, Tony Magner, Julia Riley, Karen Zaino, Daniele Axtell

Absent – Alvin Garrison

Others present – Davana Herron, Secretary, Maddie Axtell, April Brockhoff, NKU Student

**b. Approval of the Agenda** – Motion to approve by Member Magner. 2<sup>nd</sup> by Member Zaino. Consensus by Members Kennison, Riley, Axtell.

**c. Approval of the minutes of the previous meeting** – Change of typo on term date of SBDM member vacancy ending on June 30, 2015 to term date of June 30, 2016. Motion to approve minutes of September 14, 2015 with accepted change by Member Magner. 2<sup>nd</sup> by Member Riley. Consensus by Members Kennison, Zaino and Axtell.

### **d. Good News Report** –

- Ms. Kennison shared that state evaluation of programs had Mr. Roundtree's program evaluated with a score of 4, Mr. Haire's program with a score of 3.8 and Mr. Graham's program at a score of 3.4.
- Homecoming week was awesome, the pep rally went really well and the Homecoming dance went really well. Mr. Magner shared that he feels it is an extension of the improving school culture.
- Jamar Yewitt was selected by the Rotary Exchange Program to study abroad next year.
- Mr. Hornblower stated that athletic teams have been supporting one another.

**e. Public Comment** – No public input.

**2. PTSA Update** – Ms. Axtell stated the PTSA is really trying to still figure some things out. The PTSA meeting that was scheduled for this evening has been moved to next Monday. The PTSA is going to do a monthly breakfast at the school for teachers.

**3. Program Review Update** – Mr. Magner stated that a couple weeks ago had a program review round robin with teachers where each program review lead spent 10 minutes with teachers discussing ideas on how to implement program review into the classrooms. Mr. Hornblower stated that program review is 23% of our school accountability.

**4. School Improvement Planning Report-** The 2014 – 2015 School Report Card Summary is included in packet given to SBDM members. Mr. Hornblower offered to provide the entire school report card to any members. Mr. Hornblower discussed that the College and Career Ready numbers went down, Graduation Rate is still above state average, there is a need to accelerate progress and the big positive is novice reduction which we did a good job of that last year. Mr. Hornblower stated that we will be rated going forward on our novice reduction. The Comprehensive School Improvement Plan (CSIP) is going to the Planning and Professional

Development Committee, the GAP plan was shared last month and suggestions were asked for and recommended. The CSIP development resides with the committees. Suggestions from Professional Learning Community (PLC) should be coming to the committee. Ms. Kennison stated that met On-Demand target last year. Discussion occurred with School Report Card. No action taken.

**5. Budget Report** - A copy of the SBDM budget including available and spent funds was given to all SBDM members. Library is facilitating the integrated science classes with some items for the Rube Goldberg Contest. The contest this year is to open an umbrella.

Mr. Hornblower requested the following to council;

- Advertise for another English teacher to provide support within the English department.
- Take one of unfilled positions and use that money to purchase 50 new laptops (25 for science, 25 social studies) and charging carts. Approximate cost of \$41,000.
- Provide some on-site coaching for using APEX in the classroom as a resource. Approximate cost is \$2200.
- Purchase 100 AP exam reviews from APEX. Every student taking Advanced Placement would have access to the diagnostic tests from the College Board. Approximate cost is \$1900.

These requested were presented for a motion. Motion by Member Magner. 2<sup>nd</sup> by Member Axtell. Consensus by Members Zaino, Kennison and Riley.

Ms. Zaino asked about AP training. After some discussion, a motion was presented to offer Advanced Placement training for up to three teachers but no more than one at a time. Motion by Member Zaino. 2<sup>nd</sup> by Member Kennison. Consensus by Members Magner, Axtell and Riley.

KETS money can be used to put new computers in freshman tech lab

**6. Other Committee Reports** – Curriculum and Instruction, Grading policy sub-committee has met a couple of times and is going to send the administrative liaison some suggestions. Mr. Magner stated that the sub-committee may be able to make a recommendation at November meeting or possibly push to December.

Course catalog sub-committee is aiming to make a recommendation in December. Ms. Lorenz is cleaning the catalog up and will share with Ms. Zaino.

AP/IB Dual credit sub-committee – have met twice so far, need to meet more before ready with a clear recommendation.

School culture and resources – Student-Led conferences were discussed.

All committee meeting minutes are included in packet given to SBDM members.

**7. Bylaw or Policy Report or Review** – A sample policy from KASC for Program Review was presented to council.

After some discussion, it was suggested that members review sample policy and bring suggestions and a possible reading to next month's meeting. Motion by Member Magner. 2<sup>nd</sup> by Member Zaino. Consensus by Members Kennison, Riley and Axtell. Members requested an email copy of sample policy be sent.

## **8. New Business –**

### **a. Curriculum/Instruction –**

- Mr. Hornblower shared we will be going through our first school-wide benchmark on October 26<sup>th</sup>. Benchmark test is based on standards that they have covered and standards that they will cover, these standards are based on Quality Core. Everyone else will do Kentucky Standards or KOSSA career standards.
- Mr. Hornblower shared that CERT testing data went to the PLC's and PLC's had to come up with 3-5 things they would be working on from now until December 1<sup>st</sup>.
- Mr. Hornblower stated we had a focus visit a couple weeks ago to gain a snapshot of instruction in the school. The common theme is to look at rigor and student engagement. Looking at questioning and creating opportunities for students to respond to the rigor.

**b. Staffing Update –** The Spanish and Health Science positions have been filled. The ROTC position is in the hiring process and we have a math vacancy.

**c. Enrollment/Attendance –** Current enrollment is 862 students and attendance is 94.59%

**d. Council to Council meeting –** Included in packet given to SBDM members is information on the next council to council meeting to be held on October 21<sup>st</sup> and the area of focus will be SBDM Budget. All SBDM members are encouraged to attend.

**e. SBDM Member Election –** Ms. Axtell has been elected as a new member to fulfill the vacant term ending on June 30, 2016.

**8. Adjournment –** Motion to adjourn by Member Zaino. 2<sup>nd</sup> by Member Kennison. Consensus by Members Magner, Axtell and Riley. Meeting adjourned at 6:06 PM.