

Holmes High School

SBDM Meeting

Approved Minutes: August 11, 2015

SBDM Members

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

Agenda: August 11, 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. School Improvement Planning Report
4. Budget Report
5. Other Committee Reports
6. Bylaw or Policy Report or Review
7. New Business
 - a. Vice Chair Elections
 - b. Curriculum/Instruction
 - c. Staffing Update
8. Adjournment

Meeting called to order at 4:34 PM by Scott Hornblower, Chairperson.

1. Opening Business

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

Absent – Tarris Horton, Alvin Garrison

Others present – Davana Herron, Secretary, Christina Morgan

b. Approval of the Agenda – Motion to approve by Member Kennison. 2nd by Member Magner. Consensus by Members Riley and Zaino.

c. Approval of the minutes of the previous meeting – Motion to approve minutes of July 21, 2015 meeting by Member Riley. 2nd by Member Kennison. Consensus by Members Zaino and Magner.

d. Good News Report –

- Mr. Magner shared that there was lots of excitement and a positive response centered around the teacher led professional development that has occurred over the last couple of days.
- Ms. Zaino shared that the Readifest Carnival sponsored by the PTSA is expecting participation from 12 different groups.
- Ms. Morgan shared that she recently took her son to freshman orientation at Northern Kentucky University and she was very complimentary of all the teachers he has at Holmes High School and the guidance they provided.
- Mr. Hornblower shared that David Thompson was awarded the Jeff Green Scholar Award which equates to additional KEES money and according to Mrs. Thompson, David has been appointed to a statewide independent living council.

e. Public Comment – No public input.

2. PTSA Update – Ms. Morgan, PTSA President provided SBDM council with an update of PTSA activities. Ms. Morgan thanked council for the invitation to the new teacher mentoring session and the opportunity to meet the new teachers. The upcoming activities of PTSA include the Mentoring Picnic on August 15 and Readifest Carnival on August 17. Ms. Morgan also commented that with the first home football game on August 21, the PTSA would like the opportunity to hang banners and words of encouragement at games.

There was some discussion of Holmes High School holding pep rally's for students. This could be a possible charge for the School Culture Committee. Members Kennison and Riley suggested this be a charge for an ad-hoc Homecoming committee.

3. School Improvement Planning Report – Mr. Hornblower stated that Implementation and Impact (I & I) progress checks are performed on the Comprehensive School Improvement Plan (CSIP). Mr. Hornblower stated that Ms. Bradie Bowen will be the administrative liaison and she will meet with Ms. Murray to perform these checks. Ms. Bowen will give an Implementation and Impact check report to SBDM council in September.

4. Budget Report - A copy of the SBDM budget including available and spent funds was given to all SBDM members. Ms. Kennison asked what would be done with the money allocated from the extra positions. Mr. Hornblower stated that he believes in the future that central office will ask Holmes High School to pick up some of the costs associated with dual credit opportunities. Mr. Hornblower discussed some possible ideas for how this money might be used including updating teacher desks and other furniture. He also stated that he has had discussions with Ms. Kennison about making the library a maker's space. Ms. Kennison explained this as a place where students could make something tangible through creative energies and apply academics. Mr. Hornblower asked council to consider using one of the positions to fund a 118 day contract for Gary Huhn and a co-op for the main office. Mr. Hornblower asked council to take a motion to use some of this funding to purchase more laptops on carts. The Math and English departments already have sets of 25 laptops and the additional laptops would allow the Science and Social Studies departments to have a set of laptops as well. Motion by Member Magner. Second by Member Kennison. Consensus by Members Zaino and Riley.

5. Other Committee Reports – Mr. Hornblower stated that each Holmes High School SBDM committee will have an administrative liaison for each and they will be as follows.

Committee	Liaison
Curriculum/Instruction	Mr. Dearborn and Ms. Turnick
Budget	Mr. Hornblower
Assessment	Ms. Pastura and counselors
Planning/Professional Development	Mr. Hartman and Ms. Murray
School Culture and Resources	Ms. Bowen
Ad-Hoc Committees	Mr. Hornblower

Ms. Kennison shared with SBDM council some possible committee charges. After some discussion, the following charges were made.

- Curriculum/Instruction and Assessment Committee will be charged to - Investigate and review grading policy and alternate grading models, including standards based models. Will report at November 9 SBDM meeting.
- Curriculum/Instruction Committee will be charged to – Evaluate feasibility of the dual credit, AP and IB programs at Holmes High School and make recommendations for continuation of these programs. Will report at November 9 SBDM meeting.
- Planning/Professional Development and Curriculum/Instruction Committee will be charged to – Review and ensure that course catalog is aligned to state standards and coding, that pathways and clusters are communicated in family friendly language. Will report at November 9 SBDM meeting.
- Curriculum/Instruction Committee will be charged to – This committee will evaluate the feasibility of introducing dual credit distribution and logistics certification program to the high school, ideally for 16 -17 school year. Will report at November 9 SBDM meeting.

- Ad-Hoc Committee – An ad-hoc committee will be formed for Homecoming. Will report at November 9 SBDM meeting.
- Budget Committee – No charge at this time.

6. Bylaw or Policy Report or Review – At each meeting, some SBDM policies will be reviewed and suggested changes brought to the following SBDM meeting. At the July 21 meeting the following policies were given to SBDM council for review; Committee Structure, Selection and Implementation of Discipline and Classroom Management and Dress Code Policy. Of these policies, some changes were made to the dress code policy at the July 21 meeting. No other changes were suggested. The following policies are presented for SBDM review and possible changes are Extracurricular Programs, Program Appraisal Policy, Instructional Practices, Curriculum Policy, Parent Involvement Policy, Technology Utilization Policy and Wellness Policy.

7. New Business –

a. Vice Chair Elections – Mr. Magner volunteered to serve as SBDM vice-chair. Motion by Member Zaino. Second by Member Kennison. Consensus by Members Riley and Magner.

b. Curriculum/Instruction – Mr. Hornblower stated that the last two days of professional development have been great and he has discussed the possibility of Holmes High School doing it's own professional development in the future.

c. Staffing Update – Mr. Hornblower stated we still need to hire one math, one Spanish, one health science and one ROTC instructor.

- Mr. Hornblower stated that he will contact Mr. Horton to see if he is able to continue on SBDM council.

8. Adjournment – Motion to adjourn by Member Magner. 2nd by Member Kennison. Consensus by Members Zaino and Riley. Meeting adjourned at 6:58 PM.