

Holmes High School

SBDM Meeting

Approved Minutes: July 11, 2016

SBDM Members

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

Agenda: July 11, 2016

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. Program Review Update
3. School Improvement Planning Report
4. Budget Report
5. Other Committee Reports
6. Bylaw or Policy Report or Review
7. New Business
 - a. Curriculum/Instruction
 - b. SBDM Training/Elections
9. Adjournment

Meeting called to order at 4:20 PM by Scott Hornblower, Chairperson.

1. Opening Business

a. Roll Call – Present – Scott Hornblower, Renata Kennison, Tony Magner, Karen Zaino, Daniele Axtell, Dawn Ball

Absent – Alvin Garrison, Melanie Willoughby

Others present – Davana Herron, Secretary

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

c. Approval of the minutes of the previous meetings –

June 13, 2016 – Motion to approve by Member Magner. 2nd by Member Kennison. Consensus by Members Zaino, Axtell and Ball.

d. Good News Report –

- Ms. Kennison reported that summer school went well and some students were able to recover credits to remain on grade level.
- Mr. Hornblower stated that the most recent ACT scores have come back promising with several students very close to benchmarks.
- Ms. Zaino stated that 3 students did get the IB diploma and 17 out of 30 students passed at least one IB exam.

e. Public Comment – No public present.

2. Program Review Update – Member Magner reported that there is no update at this time. All program review requirements have been submitted and we ranked ourselves as proficient.

3. School Improvement Planning Report- Mr. Hornblower stated we had a progress report due in June. Ms. Bowen has worked on this and the Comprehensive School Improvement Plan (CSIP) has been updated.

4. Budget Report – A copy of the SBDM budget for the 2016 – 2017 school year is included in packet for all members.

Mr. Hornblower presented to SBDM council a request for the remaining 1.5 positions in the staffing allocation to be utilized to hire a permanent sub, security personnel and student co-op for the office. Motion was made by Member Kennison. 2nd by Member Ball. Consensus by Members Magner, Axtell and Zaino.

5. Other Committee Reports – Ms. Kennison was not able to bring the policy because there was a computer virus associated with the file. Ms. Kennison is working to get a hard copy of the file. As part of this subcommittee work, Ms. Kennison stated that the committee has worked through

requirements of what school wanted and the IB audit requirements. Mr. Hornblower stated that there are still some committees with outstanding charges and he would like for each committee to have one charge to work on. Mr. Hornblower suggested some things we might need committees to look at in the future including school day interventions.

6. Bylaw or Policy Report or Review – Included in packet given to SBDM members are the bylaws regarding quorum and consensus and bylaws amendment. The policies on committee structure, emergency plan and selection and implementation of discipline and classroom management were all reviewed. Mr. Hornblower asked council to review and possibly make some changes to the dress code policy. SBDM council reviewed current policy, provided some suggestions for changes. The changes are indicated in the policy listed below.

HOLMES HIGH SCHOOL EXPECTATIONS DRESS CODE EXPECTATIONS

In order to maintain an environment that provides for the care, welfare, safety, and security of all members of the school community, students will be required to follow certain guidelines for clothing. The administration reserves the right to determine whether or not a garment is appropriate for school.

Shirts/Dresses

- Must cover at least three inches from the neck to the shoulders.
- The stomach, back, and chest must be covered. Shirts and upper body garments must come to the waist.
- Shirts/blouses that are sheer/see-through 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.
- Hooded sweatshirts are permitted, but the hood must be down at all times. If the hood is up, then the hoodie may be confiscated.

Pants/Shorts/Skirts

- Must be worn at the waist and must cover anything worn underneath.
- Must be free of accessories, such as chains, that have the potential to cause bodily harm.
- Short skirts, short shorts or any clothing that is too short is not allowed. (The length of shorts or skirts is determined by placing the arms down by each side and having fingertips fully extended, touching material.) Any dress or skirt slit must meet the same fingertip requirement. Outer garments that are worn over tights or leggings are to follow the same length expectations as shorts or skirts.

Prohibited Items

- Hats, tams, doo-rags, beanies/winter sock hats, visors or other full-head coverings are not to be worn in the building. If a student is found to be in violation, the head covering may be confiscated and returned to the student at the end of the week.
- Face/Body painting is prohibited. Exceptions to this may be made by administration to support a spirit day or school-sanctioned event.
- Tights, leggings, yoga pants, exercise pants, jeggings, stockings or spandex may only be worn under approved dress of the appropriate length.

Motion to accept as first reading and move forward with publication for planning purposes by

Member Kennison. 2nd by Member Axtell. Consensus by Members Magner, Zaino and Ball.

7. New Business –

a. Curriculum/Instruction – Mr. Hornblower provided SBDM council with an update on hiring and vacancies. He stated that Spanish and Math are both critical shortage areas and we are experiencing some difficulty particularly with Spanish in filling those positions. Mr. Hornblower stated that we do have one Spanish teacher that has been approved for emergency certification and are still looking to fill two positions. Mr. Hornblower stated that having two Spanish teachers would allow us to offer the 2nd year of Spanish and upper level Spanish courses but no Spanish 1. He stated he is looking for a solution. Mr. Hornblower asked if we can't find a second Spanish teacher, would council give approval to advertise for another foreign language.

A motion was made for the following. If we are only able to hire one Spanish teacher, we should advertise for a different foreign language. If two Spanish teachers, we would be able to offer upper level Spanish and 2nd year of Spanish to students preparing for college. Motion was made by Member Kennison. 2nd by Member Ball. Consensus by Members Zaino, Axtell and Magner.

Other staffing vacancies we have include math, business, PE/Health, ELL, special education collaborative and English.

b. SBDM Training – A copy of the training date for council members is included in packet given to SBDM members.

SBDM council meeting dates for 2016 – 2017 school year we agreed upon for 4:30 PM on the following dates;

- August 8
- September 12
- October 10
- November 14
- December 12
- January 9
- February 13
- March 13
- April 3
- May 8
- June 12

SBDM Vice-Chair – Tony Magner nominated himself for the Vice-Chair position. A motion was made by Member Kennison. 2nd by Member Zaino. Consensus by Members Ball, Axtell and Magner.

SBDM Secretary – Davana Herron was nominated to serve as SBDM Secretary. Motion was made by Member Magner. 2nd by Member Kennison. Consensus by Members Axtell, Zaino and Ball.

9. Adjournment – Motion to adjourn by Member Axtell. 2nd by Member Zaino. Consensus by Members Magner, Kennison and Ball. Meeting adjourned at 5:55 PM.