

Holmes High School

SBDM Meeting

Approved Minutes: August 8, 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: August 8, 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
 - a. Fundraising
5. Other Committee Reports
6. Bylaw or Policy Report or Review
 - a. Dress Code Policy clarification
7. New Business
 - a. Curriculum/Instruction
 - b. SBDM Training/Elections/Meeting Schedule
 - c. Staffing Update
 - d. Field trips
9. Adjournment

Meeting called to order at 4:33 PM by Scott Hornblower, Chairperson.

1. Opening Business

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

Absent – Tony Magner, Alvin Garrison, Melanie Willoughby

Others present – Davana Herron, Secretary

b. Approval of the Agenda – Request to add fundraising by Member Axtell (under budget), SBDM meeting schedule by Member Ball (under new business) and dress code clarification by Member Axtell (under policy).

Motion to approve agenda by Member Zaino. 2nd by Member Ball. Consensus by Members Axtell and Kennison.

c. Approval of the minutes of the previous meetings –

July 11, 2016 – Motion to approve by Member Zaino. 2nd by Member Axtell. Consensus by Members Ball and Kennison.

d. Good News Report –

- Ms. Axtell reported that she took four students to a National Fine Arts Competition, One student received a superior score and two other students received an excellent score on their photos.

e. Public Comment – No public present.

2. Program Review Update – Mr. Hornblower stated we have received a little more direction from the state. They have redone the rubrics but will still cover everything we have covered up until this point. They didn't remove world language from program review.

3. School Improvement Planning Report- Mr. Hornblower stated we have received some assessment information back but it is embargoed so it cannot be shared at this point. Don't have results back for ACT, College/Career Readiness or program review.

Mr. Hornblower stated that as a district we are going through an SACS accreditation process.

4. Budget Report – A copy of the SBDM budget for the 2016 – 2017 school year is included in packet for all members. Ms. Kennison asked under instructional materials if we could take some of the instructional materials money to be sent to departments. Mr. Hornblower stated that the process for teachers to request instructional materials is to have the instructional lead approve then it is presented to Mr. Hornblower. Ms. Zaino asked Mr. Hornblower to clarify this with staff.

4a. Fundraising – Ms. Axtell asked, if we don't have concessions for the majority of the fall, how will school groups be able to raise money? Mr. Hornblower stated that nobody has presented any fundraising requests. Ms. Ball asked about the restaurant fundraisers. Ms. Axtell asked who to contact for fundraisers. Mr. Hornblower stated that process would be started through him. A school-wide fundraiser would need to be approved by the board. A fundraiser tied to a specific group would only need to be approved at the school level.

5. Other Committee Reports – Mr. Hornblower stated that once school starts we will post for faculty and parents or other interested parties to join an SBDM Committee within the first 30 days of school.

6. Bylaw or Policy Report or Review –

The following policies were reviewed by SBDM Council and a review date of 8-8-16 will be added; Extracurricular programs, Instructional Practices, Program Appraisal and Wellness. Technology Utilization policy was also reviewed with a date of 8-8-16 but Mr. Hornblower stated that this policy may need to be revisited as we get closer to the 1:1 initiative.

Writing policy will be tabled to October meeting for revision.

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

6a. Dress Code – Ms. Axtell asked to clarify the location of holes in pants. Mr. Hornblower clarified that there could be no visible holes above the arm length requirement.

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.

DATE OF FIRST READING – 7-11-16

DATE OF SECOND READING – 8-8-16

Motion to approve as 2nd reading by Member Zaino. 2nd by Member Kennison. Consensus by Members Axtell and Ball.

7. New Business –

a. Curriculum/Instruction –

Ms. Axtell stated she has some questions about the ACT test and students being able to obtain a waiver for the ACT during the summer. Mr. Hornblower stated that they can come in to see Mr. Hopkins. Information may need to be added to the website.

Gateway to Scholars- Ms. Axtell was asked by a student if the program is still continuing and if it is not continuing then why wasn't she notified by the school? Mr. Hornblower stated that the grant for the program has run out but the value of the program was seen by the district and the district wants to continue this initiative.

b. SBDM Training – All members were able to attend the training and we will need to hold an election for a minority teacher member.

SBDM Meeting Schedule – Ms. Ball stated that our new parent member has an issue due to work with making the meetings at 4:30. Mr. Hornblower will reach out to her.

c. Staffing Update - Mr. Hornblower stated that we have an ELL, Math and Spanish vacancies.

d. Field trips- A log of field trips to date is included in packet given to SBDM members.

9. Adjournment – Motion to adjourn by Member Kennison. 2nd by Member Zaino. Consensus by Members Axtell and Ball. Meeting adjourned at 6:09 PM.