

# Holmes High School

## SBDM Meeting

Approved: January 8, 2018

### SBDM Members

Scott Hornblower, Chairperson

Tony Magner, Teacher Representative

Renata Kennison, Teacher Representative

Donny Roundtree, Teacher Representative

Alexis Taylor, Teacher Representative

Lori Guilliams, Parent Representative

Dawn Ball, Parent Representative

John Scott, Parent Representative

Davana Herron, Secretary

### Agenda: January 8, 2018

1. Opening Business
  - a. Roll Call
  - b. Approval of the Agenda
  - c. Approval of minutes from previous meeting
  - d. Good News Report(s)
  - e. Public Comment
2. 1:1 Initiative
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. Enrollment/Attendance
  - c. Staffing Update
  - d. Consultation
8. Adjournment

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

#### **1. Opening Business**

- a. **Roll Call** – Present – Scott Hornblower, Tony Magner, Donny Roundtree, Lori Guilliams, John Scott  
Absent – Renata Kennison, Alexis Taylor, Dawn Ball (arrived 4:41 PM)

Others present – Davana Herron, Secretary

b. **Approval of the agenda** – Motion to approve agenda by Member Magner. 2<sup>nd</sup> by Member Roundtree. Consensus by Members Scott and Guilliams.

c. **Approval of the minutes of the previous meeting** –

**December 11, 2017 Meeting Minutes** - Motion to approve by Member Magner. 2<sup>nd</sup> by Member Scott. Consensus by Members Roundtree and Guilliams.

d. **Good News Report(s)** –

- i. Mr. Hornblower reported we are at the beginning of 3<sup>rd</sup> quarter.
- ii. Mr. Hornblower reported we will have our first academic pep rally this week.
- iii. Mr. Hornblower reported that on Wednesday all students in Grades 9, 10 and 11 will be administered a full ACT mock exam under regular testing conditions.
- iv. Mr. Hornblower reported that over the Christmas break, the girls basketball team won a holiday tournament in Bourbon County.

e. **Public Comment** – no public comment.

2. **1:1 Initiative** – Mr. Hornblower provided an update on the 1:1 initiative. Mr. Hornblower stated he received some feedback from staff and they would like a little more training in some of our platform pieces and other technology. Mr. Magner and Mr. Hornblower have put together a schedule for professional development in these programs on Wednesdays.
3. **School Improvement Planning Report** – Mr. Hornblower reported that we are finishing up our school improvement plan. As part of that, we have to provide assurances to the state. SBDM Council must approve the assurances.

Motion to approve assurances by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Roundtree, Scott and Guilliams.

4. **Budget Report** –

**Budget Updates** – A copy of the SBDM budget for the 2017 – 2018 school year is included in packet for all members. Mr. Hornblower stated there are no big purchases to approve. The science department has had some requests that we have been able to accommodate. No questions around budget.

5. **Other Committee Reports** –

**IB Middle Years Program** – Mr. Magner reached out to IB, he originally thought the deadline was February 1<sup>st</sup> to apply for IB Middle Years Program but it is not that soon. We need to survey the teachers, should be able to have these results by February 12<sup>th</sup> meeting to help SBDM make a decision. The next committee meeting is on January 24<sup>th</sup>. Ms. Ball stated that she is concerned if we don't do the IB Middle Years program that students will not be prepared for the rigor and college.

## **Committees –**

### **Ongoing committee charges**

#### **Assessment of Student and Programs Committee**

Current Charge: Explore the addition of a college and/or career readiness requirement for graduation.  
**No feedback.**

#### **Curriculum, Instruction, and Technology Committee**

Current Charge: Recommendation to implement IB Middle Years program beginning the 2018 – 2019 school year. **Report to SBDM Council in November.** Mr. Hornblower reported that he is not sure where we are with the middle years. He will ask the committee to revisit the actual charge for committee to report. **Follow up at December meeting.**

#### **Curriculum, Instruction, and Technology Committee**

Current Charge: Investigate and review grading policy and alternative grading models, including standards based models. **Report to SBDM Council in November. Follow up at December meeting.**  
**No feedback.**

#### **Planning and Professional Development/Learning Committee**

Current Charge: To study our school's master schedule and investigate potential alternatives to the current structure. **Report to SBDM Council in November. Report under Curriculum/Instruction Update. New master schedule has been approved for 18-19 school year.**

#### **Culture, Wellness and Resources (Foundations) Committee**

Unofficial Current Charge: Continue Foundations Committee Work

#### **Budget Committee**

Current Charge: The senior building computer spaces be evaluated to create a Bulldog Bark room that can be used as a multi-purpose. **Follow up at December meeting.**  
**Amendment:** The senior building computer spaces and media center be evaluated to meet the Design Impact definition of a Bulldog Bark room.

#### **Ad-Hoc Committee**

Current Charge: No Current Charge

6. **Bylaw or Policy Report or Review** –Bylaws for consensus and voting rules and appeals process are suggested for review at this time.

**Parent Involvement Policy** – Mr. Hornblower shared that the Every Student Succeeds Act (ESSA) has changed the title Parent Involvement to Parent and Family Engagement and asked SBDM Council to consider changing the name of our policy accordingly. Motion to change name of policy from Parent Involvement to Parent and Family Engagement by Member Ball. 2<sup>nd</sup> by Member Roundtree. Consensus by Members Magner, Scott and Guilliams.

7. **New Business** –

- a. **Curriculum/Instruction** – Mr. Hornblower reported that we are moving forward with district mandates to have a curriculum map completed by July 1<sup>st</sup>. We are going through the process on deconstructing standards. This will be based on a two-week cycle. We have to have assessments done and then work backwards from assessments. Tentatively, the plan is for our district-wide professional development to be completed around assessment literacy. Will do some work around advisory planning and time considering what will advisory look like? Considerations for size, space and composition will be what is going to be worked on going forward. Mr. Hornblower stated he will send this to SBDM Members by email. Mr. Magner added that the deconstructing standards work has been very positive for our teachers.
- b. **Enrollment/Attendance** - Our current enrollment is 782 and attendance is 93.77%.
- c. **Staffing Update** – – Mr. Hornblower stated there are two long-term physical education subs. He is talking to potentially two teachers for next year. We have an instructional assistant position open. Mr. Hornblower stated he has received an applicant and will interview this person for the instructional assistant position.
- d. **Consultation** – Mr. Hornblower is requesting to move forward with recommendation for hire of instructional assistant candidate if the person is a good fit. Motion to approve if interviewing group is in favor of candidate to recommend for hire to superintendent. (This is a high need position). Motion by Member Ball. 2<sup>nd</sup> by Member Scott. Consensus by Members Roundtree, Magner and Guilliams.

February 8<sup>th</sup> at 6:00 PM, HHS SBDM council will present to the board at board meeting. Mr. Hornblower shared discussion questions for board members. He explained the process of this to SBDM members. Mr. Hornblower shared his input and stated he would like to have SBDM members answer the questions for board members.

8. **Adjournment** – Motion to adjourn by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Roundtree, Scott and Guilliams to adjourn at 5:21 PM.