

# Holmes High School

## SBDM Meeting

### Approved Minutes: August 14, 2017

#### 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

Melanie Willoughby, Parent Representative

Davana Herron, Secretary

#### Agenda: August 14, 2017

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. 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. SBDM Training/Council to Council Meeting
  - c. Staffing Update
  - d. Consultation
9. Adjournment

Meeting called to order at 4:30 PM by Scott Hornblower, Chairperson.

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

- a. **Roll Call** – Present – Scott Hornblower, Tony Magner, Renata Kennison, Donny Roundtree, Lori Guilliams, Dawn Ball

Absent – Melanie Willoughby, Alexis Taylor (arrived 4:37 PM)

Others present – Davana Herron

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

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

**July 10, 2017 Meeting Minutes** – Motion to approve by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Kennison, Guilliams and Roundtree.

**July 18, 2017 Special Meeting Minutes** - Motion to approve by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Kennison, Guilliams and Roundtree.

**August 8, 2017 Special Meeting Minutes** - Motion to approve by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Kennison, Guilliams and Roundtree.

d. **Good News Report(s)** –

i. IB Diploma – Mr. Magner reported that one candidate received the IB diploma.

ii. Logistics Pathway – Mr. Hornblower reported that we are either the first or second of two schools in the state to have an approved logistics pathways from the state.

iii. Youth Service Center – Ms. Duncan reported that the YSC received a nice donation from Seven Hills Church.

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

2. **1:1 Initiative** – Mr. Hornblower provided an update on the 1:1 initiative. Last week we deployed laptops and handed out about half.

3. **School Improvement Planning Report** – SBDM Council received updated Comprehensive School Improvement Plan (CSIP).

4. **Budget Report** –

**Budget Updates** – A copy of the SBDM budget for the 2017 – 2018 school year is included in packet for all members.

HERO – Mr. Hornblower contacted SBDM members via email about purchasing the HERO program. Mr. Hornblower stated that we received some more information about purchasing today.

5. **Other Committee Reports** –

**Committees** - Ms. Kennison and Mr. Magner have completed some research on the committee policy. Mr. Magner stated that looking at some other districts, it appears they have adapted most aspects of the KASC sample policy. Ms. Kennison has developed a sample timeline for committee work. Mr. Hornblower would suggest putting these two documents together to make them easier to use.

### **Ongoing committee charges**

**Restructuring of school day** – Report to SBDM council at November 2017. Council requested this charge be moved from curriculum committee to planning committee.

**Grading Policy** – SBDM council would like the committee to report to SBDM council November 2017 meeting.

**IB Middle Years** – SBDM council would like the committee to report to SBDM council at November 2017 meeting.

### 6. **Bylaw or Policy Report or Review** –

**Committee Policy** – SBDM council reviewed the revised policy for committees. Motion by Member Magner. 2<sup>nd</sup> by Member Ball. Consensus by Members Taylor, Kennison, Guilliams and Roundtree.

**Emergency Plan** – This policy is required for review. The emergency plan was reviewed with SBDM council and will be reviewed with school staff prior to the beginning of school. Motion by Member Magner. 2<sup>nd</sup> by Member Kennison. Consensus by Members Taylor, Ball, Guilliams and Roundtree to accept as second reading.

Mr. Magner reviewed some other policies that we will need to make some changes based on KASC suggested language. Mr. Magner will email these out to council members for review and report back at next meeting.

**Extracurricular Programs** – This policy is suggested for review at the time. Motion by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree to add review date of 8-14-17.

**Program Appraisal Policy** – This policy is suggested for review at the time. Motion by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree to add review date of 8-14-17.

**Instructional Practices**- This policy is suggested for review at the time. Motion by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree to add review date of 8-14-17.

**Writing Policy**- This policy is suggested for review at the time. Motion to table policy to September by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree.

**Technology Utilization Policy**- This policy is suggested for review at the time. Motion by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree to add review date of 8-14-17.

**Wellness Policy** - This policy is suggested for review at the time. Motion by Member Magner. 2<sup>nd</sup> by Member Taylor. Consensus by Members Ball, Kennison, Guilliams and Roundtree to add review date of 8-14-17.

7. **New Business** –

- a. **Curriculum/Instruction** – Due to guidance from KDE documentation, it is necessary to rescind the July vote granting a health credit through ROTC. Due to guidance from KDE documents, we need to reverse that decision. A motion was made to reverse decision to grant health credit in conjunction with ROTC due to state guidance. Motion by Member Magner. 2<sup>nd</sup> by Member Kennison. Consensus by Members Taylor, Ball, Guilliams and Roundtree.
  
- b. **SBDM Training/ Council to Council Meeting** – SBDM training was held last week. There will be an SBDM Council to Council meeting on October 4<sup>th</sup>. Mr. Hornblower shared that Ms. Willoughby has submitted her resignation. As a result of this resignation, we will need to hold a minority parent election.
  
- c. **Staffing Update** - See consultation for update. Mr. Hornblower reported that we have two physical education and health openings, special education collaborative and health science openings as well.
  
- d. **Consultation**– Mr. Hornblower reported that there is an interview for a PE/Health teacher tomorrow and if after the interview, the candidate is agreeable we would like to do a recommendation for hire. Motion by Member Kennison. 2<sup>nd</sup> by Member Ball. Consensus by Members Magner, Taylor, Guilliams and Roundtree to complete recommendation for hire.

8. **Adjournment** – Motion to adjourn by Member Kennison. 2<sup>nd</sup> by Member Taylor. Consensus by Members Magner, Ball, Guilliams and Roundtree to adjourn at 6:21 PM.