

Holmes High School

SBDM Meeting

Approved: July 15, 2019

SBDM Members

Scott Hornblower, Chairperson
Brian Moore, Teacher Representative
Renata Kennison, Teacher Representative
Donny Roundtree, Teacher Representative
Suzanna Richardson, Parent Representative
Keith Riley, Parent Representative

Agenda: July 15, 2019

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. Technology 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. Enrollment/Attendance
 - c. SBDM Council Elections, Training
 - d. Staffing Update
 - e. Consultation
8. Adjournment

Meeting called to order at 3:07 PM by Scott Hornblower, Chairperson.

1. Opening Business

- a. Roll Call – Present – Scott Hornblower, Renata Kennison (left at 4:30 PM), Donny Roundtree, Suzanna Richardson (arrived at 3:45 PM), Brian Moore, Keith Riley
Others present – Karra Jackson, Donna Adams
- b. Approval of the agenda – Motion to approve by
- c. Approval of minutes from previous meeting – Minutes will be approved at August meeting.
- d. Good News Report(s) –
 - i. Fall sports have started.
 - ii. Had some students participate in National Skills USA Competition.

- e. **Public Comment** – No public comment.
- 2. **Technology Update** – Mr. Hornblower reported that he is working with Mr. White. We have open house on August 7th from 4:00 to 6:00 PM. Sophomores, juniors and seniors will receive computers if they are with their parent/guardian. Freshman must wait.
- 3. **School Improvement Planning Report** – Mr. Hornblower stated he has nothing to add at this time.
- 4. **Budget Report** – Mr. Hornblower reported that the budget is in the process of being loaded into our budget software at the district level.
- 5. **Other Committee Reports** - No committee reports at this time.
- 6. **Bylaw or Policy Report or Review** – No policies or bylaw reviews were presented.
- 7. **New Business**
 - a. **Curriculum/Instruction** – Ms. Karra Jackson is making a proposal for a therapy dog on behalf of the counseling department. Proposal includes a pilot program to make the dog available as part of the counseling program and for the FMD/MSD classrooms. The dog would not be wandering the halls or disrupting the learning environment. Therapy dogs have been shown to have positive effects.

Motion by Member Riley to continue with examining the possibilities surrounding a therapy dog for use by the counseling department and MSD unit with listed parameters to be voted on next month. Seconded by Member Roundtree. Consensus by Members Moore and Kennison.

Syllabus Template – A syllabus template was presented by Member Moore. Mr. Moore explained the template, course goals has only one section. Mr. Hornblower stated the syllabus is there to create transparency for all students. It could include a link to the plagiarism SBDM policy.

Mr. Hornblower asked, Would parents appreciate a statement on how to contact teachers?

Ms. Richardson would like an avenue for parents if they have not heard from teachers when they have contacted them.

Discussion: 2nd email and then contact school counselor. Add to template. There is a template on google drive to standardize the headings of the syllabus.

Consensus was created that we have consistent branding and expectations, based on the template and headings in the order presented by the template by Mr. Moore.

Ms. Richardson asked for teachers to script a message for parents on answering machine so that parents are aware when messages can be responded to.

Add Digital Driver's license on the syllabus this year to reinforce with students. We could amend it next year if we don't want to continue. Consensus was that digital driver's license should stay.

The syllabus template was voted on and approved as completed and distributed in Google Docs.

Mr. Hornblower stated, this is the way we want to go so that we can be transparent with our expectations and we want everyone to be on the same page.

Cell phone policy – We need to tell everyone what it is. Is also to be put on the syllabus and then on the board is the classroom strategy for the cell phone. We need some consistency for the cell phone about what will happen next.

Mrs. Richardson and Mr. Riley agree with the headings in google docs for the syllabus for the new school year.

Motion to approve the syllabus and headings as edited for the 2019 – 2020 school year by Member Kennison. Seconded by Member Moore. Consensus by Members Richardson, Riley and Roundtree.

Room movement – Discussion occurred regarding moving the Spanish classrooms.

- b. **Enrollment/Attendance** – To be presented at next meeting.
- c. **SBDM Council Elections, Training** - Mr. Hornblower reported SBDM training is set for July 23, 2019.
- d. **Staffing Update/d. Consultation** – Mr. Hornblower reported there is no update or consultation at this time.

The following meeting dates have been set for the 2019 – 2020 SBDM meetings for the year.

August 12, 2019

September 9, 2019

October 7, 2019

November 11, 2019

December 9, 2019

January 13, 2020

February 10, 2020

March 9, 2020

April 20, 2020

May 11, 2020

June 8, 2020

Motion by Member Kennison. Seconded by Member Roundtree. Consensus by Members Moore, Richardson and Riley.

Add to August agenda – Dual credits for Gateway and sign legal documents for SBDM Council.

8. **Adjournment** – Motion to adjourn at 5:15 PM by Member Moore. Second by Member Roundtree. Consensus by Members Richardson and Riley.