

Holmes High School

SBDM Meeting

Approved: August 12, 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: August 12, 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
 - a. Emergency Plan
7. New Business
 - a. Curriculum/Instruction
 - b. SBDM Training
 - c. Staffing Update
 - d. Consultation
 - e. Set meeting schedule
 - f. Form for receiving email notices
 - g. Share Freedom of Speech and Religious Freedom Laws
 - h. Review Records Retention Document
 - i. Vice Chair Elections
 - j. Secretary Selection
8. Adjournment

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

1. Opening Business

- a. Roll Call – Present – Scott Hornblower, Donny Roundtree, Keith Riley, Renata Kennison, Suzanna Richardson
Absent – Brian Moore
Others present – Karra Jackson, Davana Herron

- b. **Approval of the agenda** – Motion to approve by Member Roundtree. Seconded by Member Kennison. Consensus by Members Riley and Richardson.
- c. **Approval of minutes from previous meeting** –

June 10, 2019 – Motion to approve by Member Richardson. Seconded by Member Roundtree. Consensus by Members Riley and Kennison.

June 27, 2019 - Motion to approve by Member Richardson. Seconded by Member Roundtree. Consensus by Members Riley and Kennison.

July 15, 2019 - Motion to approve by Member Richardson. Seconded by Member Roundtree. Consensus by Members Riley and Kennison.

There was some discussion on the cell phone policy – no action taken.

d. **Good News Report(s)** –

- i. Ms. Kennison reported that Makayla Kennedy came back from Governor’s Scholars program very excited.
- ii. Mr. Hornblower reported that a sophomore who has taken the ACT had a composite score of 31.

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

- 2. **Technology Update** – Mr. Hornblower reported that we have created an opportunity for returning students to pick up their Macbooks at open house. Over the next week, we will be putting out one calls inviting students to come and pick up laptop.
- 3. **School Improvement Planning Report** – Mr. Hornblower reported that the Comprehensive School Improvement Plan (CSIP) is in the binder for all SBDM members. No questions regarding the CSIP.
- 4. **Budget Report** – Mr. Hornblower reported that the SBDM budget update is included in packet for members. Mr. Hornblower also reported that we received \$7,000 back from our contingency from last year.
- 5. **Other Committee Reports** - No committee reports at this time.
- 6. **Bylaw or Policy Report or Review** – The following bylaws and policies were presented for review.
 - a. **Emergency Plan** – Mr. Hornblower reviewed the emergency plan with SBDM Council. Motion to add a review date of 8-12-19 by Member Richardson. Seconded by Member Kennison. Consensus by Members Roundtree and Riley.

Curriculum - Motion to add a review date of 8-12-19 by Member Richardson. Seconded by Member Kennison. Consensus by Members Roundtree and Riley.

Technology Utilization - Motion to add a review date of 8-12-19 by Member Richardson. Seconded by Member Kennison. Consensus by Members Roundtree and Riley.

Selection of a Principal When a Vacancy Occurs - Motion to add a review date of 8-12-19 by Member Richardson. Seconded by Member Kennison. Consensus by Members Roundtree and Riley.

Selection and Implementation of Discipline and Classroom Management Techniques - Motion to add a review date of 8-12-19 by Member Richardson. Seconded by Member Kennison. Consensus by Members Roundtree and Riley.

Determination of the School Schedule – Motion to revise policy by Member Kennison. Seconded by Member Riley. Consensus by Members Roundtree and Richardson.

7. **New Business**

- a. **Curriculum/Instruction** – Mr. Hornblower stated he would like to revisit the discussion around the service dog and include Ms. Karra Jackson in this discussion. Ms. Jackson passed out some potential referral forms. The plan would be for each student to get sessions at a minimum. At the end, would tie in a mentoring session. Ms. Jackson stated she has researched area businesses that are associated with animals for potential outside businesses. Two sessions, mentoring session at the end, feedback form to be filled out at the end, procedures and guidelines. Ms. Jackson included a letter on how students could benefit from therapy child sessions from Denise Henson. Ms. Jackson stated she would like to keep track of it the program is beneficial. Some discussion occurred and questions were asked. Mr. Hornblower expressed a concern with logistics and the dog only having one handler but he does see a benefit of a companion dog for the MSD program.

Member Kennison proposed a gradual implementation of this potential program. Start with MSD program one day a week and possibly expand gradually.

Motion to initiate program with therapy dog to begin with MSD unit for this school year. Motion by Member Kennison. Seconded by Member Riley. Consensus by Members Roundtree and Richardson.

- b. **SBDM Council Training** - Mr. Hornblower reported SBDM training was held on July 23, 2019. Everyone has been trained or has started the online training.
- c. **Staffing Update** – Mr. Hornblower reported there is still a science vacancy. We are looking at subs right now to see who may be able to help with that. There are also vacancies for health science and business but we have been able to make that work with the staff we currently have.
- d. **Consultation** - Mr. Hornblower presented the following for consultation. Positions for social studies teacher, instructional coach and special education EBD position. Motion to recommend for hire to superintendent by Member Kennison. Seconded by Member Roundtree. Consensus by Member Riley and Richardson.
- e. **Set meeting schedule** - Motion to table discussion of potential change in meeting dates to the September meeting by Member Richardson. Seconded by Member Roundtree. Consensus by Members Riley and Kennison.
- f. **Form for receiving email notices** – This form was distributed to all members in attendance.

- g. **Form on Managing Public Records** - This form was distributed to all members in attendance.
 - h. **Share Freedom of Speech and Religious Freedom Laws** - This form was distributed to all members in attendance.
 - i. **Vice Chair Elections** - Member Kennison would like to nominate Member Roundtree. Seconded by Member Richardson. Consensus by Members Riley and Roundtree.
 - j. **Secretary Selection** - Member Kennison nominated Davana Herron to serve as secretary. Seconded by Member Richardson. Consensus by Members Roundtree and Riley.
8. **Adjournment** – Motion to adjourn at 6:26 PM by Member Riley. Seconded by Member Roundtree. Consensus by Member Richardson and Kennison.