



Cox's Creek Elementary  
SBDM School Council Meeting Agenda Draft  
Cox's Creek Elementary Library– 4:00 PM  
February 13, 2017

Members Present: Diana Smith, Marie Lyons, Beth Crowe, Jeremy Parsley, Milath Lawson (out at 5:13), Nikki Booher (in at 5:04)

Meeting called to order by Diana Smith at 4:06

**1. Opening Business**

- a. Approval of the Agenda - Motion to approve by Jeremy Parsley Seconded by Milath Lawson
- b. Approval of the Minutes of the previous meeting - Motion to approve January minutes by Marie Lyons Seconded by Milath Lawson
- c. Good News Report -
  - The book fair has grossed almost \$6,000 dollars!
  - Sarah Williams received the Expect The Best award!
  - Paw Points are going well in the lunchroom!
- d. Public Comment

**2. Student Achievement Report/Data**

- a. Kindergarten Readiness - Council looked over Brigance data

**3. Budget Report**

- Council reviewed and discussed budget report
- Comprehensive tool kit was ordered last week (PTO)
- Motion to approve budget by Milath Lawson Seconded by Marie Lyons

**4. Bylaw or Policy Review/ Readings/ Adoption**

- a. Bylaws Review--
  - Change Article 1b term of council members will be 2 years
  - With the change in term limits, Milath Lawson makes a motion to adopt the bylaws. Beth Crowe seconded
  - Council voted in agreeance to adopt the bylaws.
- b. Council Election Procedures
  - Council read over council election procedures
  - Take off E and F from Article II. Eligibility and Elections Section A
  - Revise under Teacher Election Procedures #1 - Designate a chairperson from council or secretary who will not run in the election. In the event that all want to run, principal will select chairperson.
- c. Policies-
  - i. Instructional and Non-Instructional Staff Time - 1st Reading
    - Council looked over and discussed policy.
    - Diana will fix typo before next meeting.
    - Marie Lyons approved first reading Seconded by Milath Lawson
  - ii. Schedule (School Day and Week Schedule) - 1st Reading
    - Council looked over and discussed policy.
    - Diana will take out #2 and #4 under the program review.
    - Under Process for Developing Master Schedule Diana will take “ing” off of implement.
    - Process for Developing Master Schedule #2, amend Global Competency/ World Language, and Writing.
    - Jeremy Parsley made motion to approve first reading. Seconded by Milath Lawson
  - iii. Student Assignment - 1st Reading
    - Council looked over and discussed policy
    - Criteria for Student Assignment to Classes and Programs -
      - Discussed cap size and how SBDM will support staff with capsizes.

- Council discussed having certified and classified staff come in at a certain time to help with over-cap sized classrooms.
- Homeroom teacher will discuss with Mrs. Smith about where they would like to go next and whether they would like to be considered for the co-teacher. Mrs. Smith will have final say.
- Privacy Rights - Primary is considered K-3
- Student Assignment Procedures -
  - Discussed using MAP Data and other data, teachers will help group students for the next year.
  - Nikki discussed how students were grouped at her previous school. Nikki will write down procedures and give them to Diana.
  - Discussed notifying parents their next year teacher. Council will change policy that states students will know their teacher before the start of the new school year.
  - Intermediate - take out designee and notifying parents of their child's classroom placement at the end of the school year - to students will be notified before the start of school.
  - Parental Requests - Discussed how parental requests should be defined and how council will put parental requests on policy in writing.
  - In the parental requests paragraph - change "May" to 1st week of April.
  - Nikki Booher motions to approve the first reading Seconded by Jeremy Parsley

#### **5. New Business**

- a. Title 1 Parent Committee Feedback - Committee added to the Parent-School learning compact.
- b. TELL Kentucky Survey - March 1st - March 31st for certified staff.

#### **6. On-Going Learning**

- a. Science Assessment System - 4th grade will be given 1 science assessment the 1st week of March. (State summative assessment).

#### **7. Upcoming Deadlines/Next Meeting Date**

- a. Next Meeting Date- March 13, 2017 at 4 p.m. in CCES Library

#### **8. Adjournment**

Motion to adjourn meeting by Nikki Booher Seconded by Jeremy Parsley at 5:51.