

**LAGRANGE ELEMENTARY
SCHOOL-BASED DECISION MAKING COUNCIL
AGENDA
September 7, 2010**

1. Call to order
2. Roll call of officers
3. Approval of the agenda
4. Approval of the minutes from the June 30th meeting
5. Individuals and Delegations in attendance

Report from the Committees:

- A. **Curriculum, Instruction, and Assessment:** *minutes attached*
- B. **Technology:** *minutes attached*
- C. **GATES:** *minutes attached*
- D. **Interventions:** *minutes attached*
- E. **Social:**

Communication To and From the Council

- A. Special Called Board Meetings: Dr. Charleen McAuliffe
- B. SBDM Trainings: Rick McHargue
- C. State Assessment Requirements: Dr. Charleen McAuliffe
- D. Oldham County District Goals for 2010-2011

Old Business

- A. Budgets (Title I, Section 6, Section 7, ESS, Gifted, Professional Development, KETS)
- B. Section 6
- C. ESS
- D. Leopard Spot
ACTION NEEDED on above budgets

New Business:

- A. Set day and time for SBDM Meetings for 2010-2011 SY
- B. SBDM Goals for 2010-2011
- C. La Grange Vision and Mission
- D. Committee DRAFT Goals
- E. Homework Policy Revision: Sandy Gavin; ACTION NEEDED
- F. Southern Association of Colleges and Schools
- G. SACS Review -
- H. Personnel –
 1. Staffing 2010 – 2011
 2. Final Recommendations

Items from the floor:

Adjourn:

Next meeting:

Agenda: Set meeting day/time, goals for 2010-2011, other

MINUTES OF THE
LAGRANGE ELEMENTARY
SCHOOL-BASED DECISION MAKING COUNCIL

The School-Based Decision Making Council held their meeting on September 7th, 2010 at 3 PM in the LaGrange Elementary School Media Center.

Members present: Sandy Gavin (teacher), Garrison Simpson (parent), Kelley Johnstone (teacher), and Terri Griffin (teacher)

Members absent: Laura Taylor (parent) - sick.

John Finch, chair, called the meeting to order. Welcomed new members Sandy Gavin (teacher), and Terri Griffin (teacher)

A motion to approve the agenda with revisions was made by Sandy Gavin and seconded by Garrison Simpson.

A motion to approve the minutes of the June 30, 2010 meeting was made by Garrison Simpson and seconded by Terri Griffin.

Individuals and Delegations in attendance: Heather Thomas

Report from the Committees: *Council reviewed attached committee minutes.*

A. Curriculum, Instruction, and Assessment: *minutes attached*

B. Technology: *minutes attached*

C. GATES: *minutes attached*

D. Interventions: *minutes attached*

E. Social:

Communication To and From the Council *Council reviewed and discussed the following communication(s).*

A. Special Called Board Meetings: Dr. Charleen McAuliffe

B. SBDM Trainings: Rick McHargue

C. State Assessment Requirements: Dr. Charleen McAuliffe. La Grange Elementary implements STAR Reading and STAR Math assessments K-5, three times annually. ELP Assessments are given K-1 monthly.

D. Oldham County District Goals for 2010-2011. Goals were shared. LA supports district goals and aligns LA practices to these goals.

Old Business:

A. Budgets (Title I, Section 6, Section 7, ESS, Gifted, Professional Development, KETS)

B. Section 6

C. ESS

D. Leopard Spot

ACTION NEEDED on above budgets

All budgets were discussed with the council in detail. Questions were addressed. A motion to approve the budget for the 2010-2011 SY was made by Kelley Johnstone and seconded by Garrison Simpson.

New Business:

- A. Set day and time for SBDM Meetings for 2010-2011 SY. Meeting dates will be set for November 15-23, and January 25- Feb. 4th. Council will meet at 3:00 in the media center.
- B. SBDM Goals for 2010-2011 . LA goals support district goals. LA practices are aligned to these goals.
- C. La Grange Vision and Mission. Council reviewed the Vision and Mission and decided to send it back to the Curriculum, Instruction, and Assessment Committee for further review.
- D. Committee DRAFT Goals. A motion to approve the Committee Charges, with revisions, for the 2010-2011 SY was made by Terri Griffin and seconded by Sandi Gavin.
- E. Homework Policy Revision: Sandy Gavin; ACTION NEEDED. Council reviewed the Homework Policy and heard concerns from Sandi Gavin. Policy appears to be dated, is vague, and needs clarification. Council decided to send it back to the Curriculum, Instruction, and Assessment Committee for further review.
- F. Southern Association of Colleges and Schools (SACS) Review – Chair informed council of the school review process and presented an update of progress.
- G. Personnel –
Closed Session: Executive Session for the purpose of consultation- On motion by Kelley Johnstone and seconded by Terri Griffin the council went into executive session.
On motion by Sandi Gavin and seconded by Garrison Simpson the council came out of executive session.
The principal consulted with the council over the following recommendations for hire:

- 1. Regular Education – Faliscia Weaver, Grade 2
- 2. Brooke Coursey and Lora Stephancik – Daycare 7.5 hours/week
On motion made by Garrison Simpson and second by Sandi Gavin the recommendation was made to recommend the hiring of the above personnel.

Items from the floor: none

Adjourn: A motion to adjourn was made by Kelley Johnstone and seconded by Garrison Simpson to adjourn at 4:18 PM.

Next meeting: **November 15-23, 2010**

Agenda: Test Score Analysis, Committee Reports, DRAFT Plan

La Grange Elementary School SBDM Committee Descriptors:

According to SBDM bylaws, our school will establish and utilize structured committees. Each Committee has a Chair, the Chair will be responsible for submitting minutes to the SBDM Council following each Committee meeting. Each Committee will also be responsible for reporting to the SBDM Council once during the 2010-2011 school year. The following committees will meet regularly, and report to the SBDM Council once during each calendar year:

Curriculum, Instruction, and Assessment Committee:

Members: John Finch, Heather Thomas, Kelley Johnstone, Beth Weber, Sandy Gavin, Taron Clark, Julie Adlich, Jessie Gray, Lee Combs, Jenny Diederick, Melissa Sinkovic, Missy Cox

Meeting Dates: (through Fall Break) September 13, October 11

Charges for the Committee/ Team Leader PLC:

- Finalize the Vision and Mission
- Begin to revise the CSIP based on Mission Vision
- SACS Discussion

**THE LA GRANGE ELEMENTARY SCHOOL 'TEAM LEADER' : CURRICULUM,
INSTRUCTION, & ASSESSMENT COMMITTEE MET IN THE SCHOOL LIBRARY ON AUGUST
30, 2010.**

PRESENT:

LEE COMBS, K TEAM LEADER

JESSIE GRAY, 1ST TEAM LEADER

JULIE ADLICH, 2ND TEAM LEADER

TARON CLARK, 3RD TEAM LEADER

SANDY GAVIN, 4TH TEAM LEADER

BETH WEBER, 5TH TEAM LEADER

JENNY DIEDERICK, ECE TEAM LEADER

MELISSA SINKOVIC, A&H TEAM LEADER

MISSY COX, MATH LEAD

KELLEY JOHNSTONE, LITERACY LEAD

JOHN FINCH, PRINCIPAL (ABSENT, CHAIRING ANOTHER COMMITTEE)

HEATHER THOMAS, ASSISTANT PRINCIPAL (ABSENT, CHAIRING ANOTHER COMMITTEE)

CIA/ TEAM LEADER NORMS

- **BE ON TIME (2:45PM ON SCHEDULED DATES).**
- **MEETING NOT TO EXCEED 4:00 PM.**
- **NO SIDEBAR CONVERSATIONS- USE A STICKY NOTE.**
- **KEEP CELL PHONES ON SILENCE.**
- **AGENDA WILL BE SET AND SENT TO COMMITTEE MEMBERS AT LEAST 48 HOURS PRIOR TO THE MEETING FOR REVIEW.**
- **COME PREPARED.**
- **PLACE OF THE MEETING: COACHES OFFICE**

MINUTES

- 1. NORMS ESTABLISHED AND AGREED UPON BY ALL MEMBERS PRESENT.**
- 2. TEAM LEADERS DISCUSSED UPCOMING INSTRUCTIONAL ACADEMY (SEPTEMBER 14TH/SEPTEMBER 28.**
- 3. NOTIFICATION THAT JF WILL BE DISTRIBUTING SACS INFO- BE ON THE LOOK OUT FOR TASKS.**
- 4. NEXT MEETING: SEPTEMBER 13, 2010.**

Kelley A. Johnstone, N.B.C.T.

LITERACY COACH

LA GRANGE ELEMENTARY SCHOOL

KELLEY.JOHNSTONE@OLDHAM.KYSCHOOLS.US

Members: John Finch, Juanita Hagen, Heather Thomas, Amy Johnson, Debbie Teague, Annette Minor, Melissa Sinkovic, Jen Smith, Jane McKinley, Danielle Whorf

Meeting Dates: (through Fall Break) August 30, October 4

Charges for the Committee/ GATES PLC:

- Review District Protocols
- Review Process in place at La Grange
- SACS Review

The La Grange Elementary GATES Committee met in Room 108 August 30, 2010.

Present:

John T. Finch, PhD; Chair
Juanita Hagan, Counselor
Danielle Whorf, ECE-primary
Annette Minor, Grade 1
Debbie Teague, Grade 2
Jane McKinley, Grade 4/5
Jen Smith, Grade 5
Melissa Sinkovic, Art
Heather Thomas, Assistant Principal; absent - chaired Intervention Committee

Norms

- Be on time - 2:50 PM
- Meeting not to exceed 4:00 PM
- set alternate date (if needed)
- no sidebar conversations
- agenda will be set and sent to committee members at least 48 hours prior to the meeting for review
- Come prepared .
- Place of the meeting: TBA depending on the presentation.

Minutes

Norms established and agreed upon by all members present.

Parent representation discussed. J. Finch will contact the two sets of parents as discussed in the meeting.

Jen Smith shared Gifted and Talented pamphlet of information from state conference.

Five areas of Gifted and Talented were briefly discussed.

OCS GATES School Letter of Assurance and the five areas were discussed.

Next meeting: October 4, 2010

Intervention / Enrichment Committee:

Members: Heather Thomas, Marissa Gardner, Alyson Lyons, Bev Bethay, Travis Goff, Laurel Crimm, Faliscia Weaver, Jamie Parker, Leslie Wright

Meeting Dates: (through Fall Break) August 30, October 4

Charges for the Committee/ I&E PLC:

- Review the District Protocol
- Review the Process in place here at La Grange Elementary School
- SACS Review

Intervention and Enrichment Committee

Present: Amy Johnson, ECE, Co-Chair

Marissa Gardner, K

Jamie Parker, 3rd

Laurel Crimm, 4th

Alyson Stamper, A&H

Bev Bethay, 5th

Travis Goff, 1st

Faliscia Weaver, 2nd

Heather Thomas, AP, Co-Chair

Norms: Be on time- 2:45

Use sticky notes instead of sidebar conversations

Come prepared with Reading toolkit and specific intervention needs from your team

Minutes: Team norms established, discussed committee charges, members will bring their reading tool kit to next meet and some members will continue gathering intervention materials to share

Next meeting: October 4th

Heather Thomas, NBCT

Assistant Principal

LaGrange Elementary

Heather.Thomas@Oldham.kyschools.us

Technology Committee:

Members: Jamie Albritton, Ann Cannon, Dayna Moore, Terri Griffin, Rebecca Broughton

Meeting Dates: (through Fall Break) August 30, October 4

Charges for the Committee/ Technolgy PLC:

- Establish areas of technological expertise within Committee
- Determine needs of each team; Determine order to meet needs using the Committee member as the expert.
- SACS Review

The La Grange Elementary Technology Committee met in the Music Room August 30, 2010.

Present:

Michele Guthrie, LMS

Schoen Sangalli, STC

Jamie Albritton, Music Teacher

Rebecca Broughton, ECE resource teacher

Leslie Wright, ECE resource teacher

Terri Griffin, 4th Grade

Ann Cannon, 1st Grade

Dayna V. Moore, 3rd Grade

Tyler Polston, Student Teacher

Chairman: Jamie Albritton

Norms

- Come prepared .
- Each meeting will feature a learning opportunity for the members of the committee, moderated by experts in-house.
- Responsibility for minutes will rotate amongst members.
- Place of the meeting: TBA depending on the presentation.
- During Thursday team meetings, discussions will take place to determine the direction and technology needs of the building. With this information we hope to be able to develop short term as well long term goals and the policies and budget to implement them.
- The results of these discussions will inform the agenda as the committee will address these vital issues.

Areas of Expertise / Interest

- **Turning Point / Turning Point Anywhere** - Dayna V. Moore
- Terri Griffin
- **Spreadsheet and Data** - Ann Cannon
- **Blogging** - Terri Griffin
- **Podcasting** - Michele Guthrie
- Terri Griffin
- **Engaging ECE students using applicable technology** - Ms. Wright
- **Office** - Ms. Broughton

Next meeting: October 4, 2010

Michele Guthrie

Relationship Committee:

Members: Debbie German, Tracy Simpson, Julie Evans **NEEDS intermediate teacher**

Meeting Dates: (through Fall Break) August 30, October 4

Charges for the Committee/ Relationship PLC:

- Establish a calendar of events for the 2010-2011 school year
- Collect dues
- **Survey staff in fall and spring**
- **Create celebrations for staff and students**
- **Chart celebrations of calendar. Are we missing anything?**