

AGENDA

Attendees: Beth Whittaker, Emily Mulligan, Erica Segraves, Jackie Stafford, Jenny Skillman, Josh Spradlin, Zac Hamlin, Roger Gibson

***Special Note: Due to technical issues preventing information requested for tonight's agenda, the below standard business will be rescheduled to a special session at 6 pm on Monday, March 16 providing this date is clear for key attendees and there is a meeting room available. Dr. Hawks will also be able to attend this March meeting.

I. BLT Report/CiT3- 10 MIN.

A. Black history door decorating contest

B. St. Patrick's Day parade

Normally Spring Break is held during the parade. School as usual. Students who are checked out by parent or guardian may attend

C. March 25th Lied Center all students will attend. Lunch will be very early. Granola bars will be purchased for snack around 1pm

D. Career day is coming up April 23rd. We need business people to present.

II. **March Fun Run Report** (Better information coming for this. Still confirming that night of March 16 will work for a special meeting to include Mr. Leffert and Dr. Hawks, if available.)

A. Current balance

B. Outlays

C. What was spent and why

III. **Goal Focus : 2. By the end of the 2019-2020 school year, suspension rates will decrease by 15 percent.** Mr. Leffert will lead the April meeting and report out on discipline. Dr. Hawks will possibly be attending as well.

IV. Final Remarks

ADOPTED AGENDA

I. Site Council's role in transitioning administration.

A. Goal Development

1. BLT and the Site Council should engage in crafting goals for this new school year. Per KESA, a building site council reviews and provides input/feedback on the work of the Building Leadership Team (BLT). This includes needs assessment, goal area selection, goal and action plan development, evidence/data, and analysis of growth.

<https://bit.ly/2TBtwhs>

2. For site council's success next year, knowing the creation process used to formulate the goals would help.
3. BLT should create goals in a way that is supportive of positive progress—that is measurable and comparable from year to year.
4. All goals should also include an outlined course of action that will be taken to achieve that goal. This action plan should be transparent to all staff and shared with the Site Council at the start of the school year.
5. In addition to building goal creation collaboration, the goal of the Site Council is to advise and support BLT and provide oversight of the activities. This year we have seen a marked increase in attendees and participants, but the group has been less effective. There has been a basic misunderstanding of rules and duties of the Site Council and we will work with the new administrator to make sure the purpose is understood and that we collaborate to provide relevant, evidence- and data-informed input to effect positive change.

B. Current Suspension Goal

1. Concern that the current year's goals do not have well-defined measurement and do not seem actionable (rate and percentage versus the measurement of days of suspension).
2. Current goal does not state whether the hoped for decrease is in regard to in-school or out-of-school suspensions.
3. Student accounts are reported through KSDE anonymously and include grade level and for what reason the in-school or out-of-school suspension was given. No personal information is included and this could allow us to see trends. KSDE rate is a function of incidents over students. We can interpret it to be a reduction of days by 15%, but we have more students this year now too. Referrals are based on the guidelines of the state.

II. Fun Run

- A. There are questions concerning the amount of the rollover from previous years and the amount raised this year as well as what has been spent to date this school year from the fund.
- B. Budgeting and accessing funds were discussed during the Site Council meeting in September 2019. Dr. Winfrey announced the following categories at that meeting:
 1. 20% for students in need
 2. 30% for classroom items
 3. 20% for professional development in addition to that provided by the district
 4. 20% for student enrichment
 5. 10% margin
- C. Administration needs to establish a categorized bookkeeping method to inform areas of need and a transparent, structured method for funds to be requested. Including:
 1. Current balances
 2. Promised outlay

3. Spending logic

- D. Working with Mr. Leffert and Kathy Johnson from Finance to get accounts activity. It is best to give Kathy exact and specific questions to utilize her time well.

III. Special Meetings

- A. Bylaws state that we shall meet monthly from August/September through May unless Council decides otherwise. Special meetings can also be called by the Chair as long as there are two days notice and the meeting date is published for the public.
- B. There was discussion about the possibility of a special summer meeting for 2020-21 planning. The May 4 meeting will include approval of the annual report. Draft report will be completed early and sent to members in time to read and provide input in advance so that the approval at the May 4 meeting could go quickly. If this happens and all agenda items are covered in March 16 special meeting and April 6 regular meeting, the May 4 meeting could be devoted to planning, possibly alleviating the need for a special summer meeting.

IV. Classroom Teacher Budgets

- A. Classroom teachers would like information on budgets for the classroom and departments for next year, so items can be ordered and received before the summer months.
- B. Are there funds from the Fun Run to use? All acknowledge that there was a significant decrease in the amount raised this year, but an accurate accounting has not been shared.

LMCMS 2019-2020 BUILDING GOALS

1. By the end of the 2019-2020 school year, 80% of students will identify an adult who they could ask for help or would consider a mentor.
2. By the end of the 2019-2020 school year, suspension rates will decrease by 15 percent.
3. By the end of the 2019-2020 school year, 100% of the teachers will have demonstrated the use of WICOR/executive functioning strategies in their classrooms.