

<b>Caverna Schools</b>	<b>Team:</b> SBDM AGENDA CES		
	<b>Date:</b> May 12, 2020		
	<b>Time:</b> 5:15 pm central time		
	<b>Location:</b> Virtual via google meet		
<b>Team Norms:</b>	One hour limit Stick to agenda Positive attitude		
<b>Next Meeting:</b>	June 9th, 2020 (Virtual)		
<b>Attendees (Initial for Attendance)</b>			
Tina Southwood Chair	TS	Jennifer Briggs	JB
Christina Anderson	CA	Jessie Poynter	
Melissa Tobin Secretary	MT		
Beth Carter	BC		
<b>Agenda Items</b>	<b>Discussion Led by:</b>		<b>Notes About This Topic and NEXT STEPS (Who, What, When)</b>
Call meeting to Order Set the agenda Approve Agenda	Southwood		Southwood Called meeting to order <ul style="list-style-type: none"> <li>Jennifer Briggs made motion to set and approve the agenda</li> <li>Christina Anderson seconded the motion</li> </ul>
Review/Approve minutes from April	Southwood		<ul style="list-style-type: none"> <li>Christina Anderson motioned to approve minutes</li> <li>Beth Carter seconded the motion</li> </ul>
Visitors	Southwood		<ul style="list-style-type: none"> <li>No visitors</li> </ul>

<p>SBDM Budget/Discussion Approval/Amend</p> <p>Committee reports</p> <p>Google Calendar PReK and K registration - Mathews sending out google form</p> <p><b><u>Student Achievement</u></b> Celebrations this week</p> <p><b><u>Old Business</u></b> By Laws- continue revising finish up Ask PTO, CEA for election procedures so we can post on website NTI last day of instruction May 15th ESS plans</p> <p><b><u>New Business</u></b> <b><u>SBDM ELECTIONS-</u></b> <b><u>Up to PTO for parents</u></b> <b><u>up to CEA for teachers</u></b></p> <p><b><u>Look at Policies</u></b></p>	<p>Southwood</p> <p>Southwood</p> <p>Southwood</p> <p>Southwood</p> <p>Southwood</p>	<ul style="list-style-type: none"> <li>● Some money will need to be spent to replace books in the library. Mrs. Estes has been instructed to go ahead and order replacements and/or leave notes for the new hire to purchase certain books.</li> <li>● Paper will be replenished as well.</li> <li>● Possibly purchase some extra Chromebooks but, we won't have much left. Maybe 4-5.</li> <li>● Any other budget reports will be next month because the board has not met yet.</li> <li>● Both Pre-K and Kindergarten registration have been sent out and started and Kindergarten has a large group that has already registered.</li> <li>● Pre-K will be doing a "Little Colonels" live registration.</li> <li>● Student achievement. We have been doing live videos on Facebook. Teachers/Grade Levels have been doing drive-thru "awards" nights. Fifth Grade had theirs Monday, Third Grade was tonight, and the rest of the grade levels will be finishing up this week.</li> <li>● Push back revising the By-Laws until a later meeting, hopefully we will be meeting face-to-face soon.</li> <li>● SBDM Elections are not handled by us, our CEA Rep, Mrs. Angie Hensley is meeting with the other CEA Rep for the Middle School to get an idea on how to start those soon.</li> <li>● PTO is in charge of parent elections, they are waiting to speak with Mrs.</li> </ul>
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<p><u>Use of Space</u>  <u>Staff Time Assignment Policy</u>  <u>Student Assignment Policy</u>  <u>School Schedule Policy</u></p> <p><u>Consultation for Hiring</u></p> <p><u>Job openings set up interviews for Classroom teacher, PE teacher</u></p>	<p>Southwood</p> <p>Southwood</p>	<p>Abell-Summers before they plan anything.</p> <ul style="list-style-type: none"> <li>● Last week of NTI is wrapping up this week. We are working on celebrating our students this week and congratulating them on their successes.</li> <li>● <b>Staff Time Assignment Policy:</b> Waiting on Pre-K numbers.  3 Kindergarten Classes  3 First Grade Classes  2 Second Grade Classes  2 Third Grade Classes  2 Fourth Grade Classes  2 in Fifth Grade Classes  Numbers aren't as accurate as they normally would be right now due to Covid-19.</li> <li>● <b>Use of Space Policy:</b>  We have to have a new first grade room.  -New first grade room will be the old GT room.  -GT room will be moving to either the vacant classroom close to the gym or to the GED room.</li> <li>● School Schedule Policy: Draft schedule before July. This will cover plannings, recess, specials, etc.</li> <li>● Student Assignment Policy: Each group collaborates with the following grade level to help place students in classrooms.  Parent requests are taken into consideration once they are submitted to the principal.</li> <li>● Review of Consultation for hire policy:  Principal gathers apps.  Review apps/discussion.  Schedule Interviews.  During closed session, discuss applicants.</li> </ul>
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<p><b><u>Adjourn</u></b></p>		<ul style="list-style-type: none"><li>● Positions Open: Classroom teacher (4th Grade), PE, and Librarian (this is a district position so, we will not be in charge of it). Kindergarten Aide Position open as well.</li><li>● Interviews will be conducted via Zoom or Google Meet.</li><li>● We have applicants for all of them.</li><li>● Split SBDM up to sit in on interviews. Briggs-Classroom Tobin-PE Monday/Thursday after 2:30 Questions will be sent out to interview committee</li><li>● Jennifer Briggs made a motion to adjourn the meeting.</li><li>● Beth Carter seconded the motion.</li></ul>
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