

**Woodford Co. Middle School
SBDM Minutes**

October 24, 2006
5 PM

Members present: **Stephanie Koontz** **Paula Campbell** **Debbie James**
 Patt Owen **Adrain Holloway** **Jody Powell**

Mrs. Koontz called the meeting to order.

Visitors present: John Whitehead Lisa Freeman
 Elizabeth Turley Laurie Smart

Approval of Agenda

Mrs. Powell made a motion to approve the agenda as amended; Ms. James seconded.
Additional item added to agenda:

- GAP target recommendations under CATS testing

Approval of Minutes

Ms. James made a motion to approve the September 12th minutes as read; motion seconded by Mrs. Holloway .

Public Participation – Ms. Elizabeth Turley addressed the council regarding concerns and suggestions relating to the drop off/pick up traffic issue. Mrs. Koontz stated that the department of transportation has looked at the site and that WCMS is in the process of making changes.

Financial Report

After review, Ms. Campbell made a motion to accept the September financial report; Mrs. Owen seconded. All accounts are in good standing.

Attendance Report – WCMS attendance for August was 96.89%

Committee Reports

Mrs. Koontz presented the minutes from the Budget, and CSIP (Comprehensive School Improvement Plan) committees.

Curriculum and Instruction

Regarding charge 1 - To formulate a proposal for a policy to deal with student contracts that, for whatever reason, have been left unsigned (advanced placement policy 16.1 – 16.3):

There was consensus from the council to put the following recommendation into the policy for a first reading at the November meeting:

- A contract will be given by the first day of school and will be returned with the required signature no later than 2 full weeks from the student's first day of school. Transfer students are given 2 full weeks from the date of enrollment to return the required contract

Woodford Co. Middle School
SBDM Minutes

with a signature. Failure to return the signed contract by designated due date will result in automatic student removal from advanced class placements.

Regarding charge 2 – To look at stanine identification for advanced placement purposes (Advanced Placement Policy 16.1 – 16.3):

The committee sent the charge back to SBDM for clarification. Consensus of the council to table this charge.

Regarding charge 3 – To include a procedure as to what to do regarding students who have entered WCMS from out of state and have been identified as advanced/gifted (Advanced Placement Policy 16.1 – 16.3):

There was consensus of the council to put the following recommendation into the policy for a first reading at the November meeting:

- New students enrolling in WCMS must meet eligibility criteria for advanced class placement. Students enrolling without verification of criteria must take a national norm referenced test; they will be placed in non-advanced classes until criteria verification has been received or verified.

SBDM issued the following charge to the Curriculum and Instruction Committee:

Regarding policy 3.1 Student Assignment:

- To review the placement of a student who is performing 2 or more grade levels below current placement in reading and math – to discuss and present the recommendation that these students be scheduled into a remediation class in lieu of a rotation class to address this achievement gap (when ESS funding is available).

Learning Environment Committee

Regarding charge 1 – To review the wording of the policy regarding crewnecks (possibly including t-shirts before crewneck) and the fact that they need to completely cover the collarbone. Wording is also needed to address the issue of split side seams at the bottom of pants. (Dress Code Policy 19.1)

Regarding charge 2 – To review, discuss, and offer suggestions regarding a staff dress code (Dress Code Policy 19.1)

There was consensus of the council to put the following recommendations into the policy for a first reading at the November meeting:

- Under Pants – a 5th bullet point will be added to state “***Split side seams at the bottom of pants are prohibited***”
- Under Dresses – bullet number 4 will read “Midriff, back, cleavage, and ***collarbone*** must remain covered at all times”
- Under Shirts – The sentences will read “Rounded crewneck t-shirts are to be worn by students. Turtlenecks and mock turtlenecks may be worn in place of a crewneck shirt. ***Other shirts may be layered over the crewneck t-shirt.*** Bullet number 4 will read “Midriff, back, cleavage, and ***collarbone*** must remain covered at all times.”
- Certified and Classified staff dress code proposal will be added to the policy

All bold faced items will become effective after the second reading of this policy, and they will be **enforced** at the beginning of the 2007-2008 school year.

**Woodford Co. Middle School
SBDM Minutes**

SBDM issued the following charge to the Learning Environment Committee

- To form a social committee

Ad-Hoc Behavior Committee

Parent University will be re-scheduled for November

Mrs. Koontz also explained the committee's after school program aimed at curbing truancy.

Consensus of the council was also given to the following proposal of the committee which will be put into Policy 8.3 for a second reading at the November meeting:

- Under Head Coach Applicant Process, bullet 2 shall read (The selection committee *when possible* shall include the WCMS Athletic Director, a parent...)

SBDM issued the following charge to the Principal

- To form an ad hoc Attendance Committee

Review of Policy 1.1 - Curriculum (second reading)

Ms. Campbell made a motion to accept the second reading of Policy 1.1; seconded by Mrs. Powell. Policy adopted October 24, 2006.

Review of Policy 5.1 – School Space (second reading)

Ms. Campbell made a motion to accept the second reading of policy 5.1; seconded by Ms. James. Policy adopted October 24, 2006.

CATS data

The spring 2006 data was reviewed with the council. WCMS has been designated a “meets goal” school for the accountability cycle of 2006. WCMS achieved a combined biennium index score of 82.1 which surpassed the accountability goal of 81.5. In addition, WCMS reduced the percent of students scoring at the novice performance level to 15.50 index which surpasses the goal of 19.06. GAP points target recommendations were set for the 3 sub groups – free reduced/non - free reduced lunch, white/African American, and students with disability/students without disability. The council recommended that each sub population GAP reduction goal be reduced by 2 index points for the spring 2007 CATS assessment.

Schools to Watch

Mrs. Koontz informed the council that WCMS has been awarded a visit. A team will be at the school from December 4-6th to interview staff, students, and parents.

Executive Session

Mrs. Powell made a motion to go into executive session; seconded by Mrs. Holloway.

Ms. James made a motion to come out of executive session; seconded by Mrs. Owen

Coming out of executive session the following personnel recommendations were made: Debra Nauert, WCMS secretary; Tim White, wrestling coach; Rick Abel, softball coach; Brad Turpin, boys' soccer coach; Andrea Brown, girls' soccer coach; Jonell Raglin, instructional assistant.

Adjourn

**Woodford Co. Middle School
SBDM Minutes**

The agenda was set for the November SBDM meeting. Ms. Campbell made a motion to adjourn; seconded by Mrs. Powell.

Meeting adjourned at 7:30 PM.