

J. Graham Brown School
SBDM Special-Called Meeting Minutes
July 21, 2015

In attendance: Lisa Billings, Elizabeth Byron, Neysa Jones, Elisa Pitmon, Amy Thornton, Pam Willison, Elizabeth Bricking, Ashley Chesman, Sam Graber, Angela Parsons, and Shawn Wilson.

The special-called meeting was called to order at 5:02 p.m.

Dr. Parsons distributed copies of the agenda.

Council members reviewed copies of the meeting minutes from June 9, 2015. Ms. Thornton moved to approve the minutes with corrections. Ms. Willison seconded the motion. The minutes were approved.

Dr. Parsons shared information regarding preparations for the beginning of school. Registrations sessions are planned for the week of August 3rd. This is a time for parents to pay school fees, obtain locker information, receive student agendas/handbooks, and receive class schedules. Separate orientation sessions are planned for all 8th graders, freshmen, new 1st through 5th graders, all 6th graders and new 7th graders, and kindergarten parents. Orientations are focused on helping students transition to Brown School or to a new level of Brown School. A meet and greet is scheduled for August 11th from 1:30 to 3:00 PM. During the meet and greet, parents and students can meet their teachers, drop off school supplies, and put materials in student lockers. The first day of school is August 12th. Parents received information regarding new drop off/pick up procedures for students in grades K – 2nd in the mail. In addition, Open House for Current Students will be held September 10th from 6:30 to 8:00 PM.

The council conducted a review of the Discipline Policy. Council members discussed that the current policy did not make reference to PBIS practices, morning meetings, and classroom instruction. Ms. Billings moved to refer the policy to the Safety and School Climate Committee for revision. Mr. Graber seconded the motion. The motion carried.

Dr. Parsons shared that there have been a number of staffing changes over the summer. The transfer committee recommended that we hire Heather Eaton for our new elementary/middle school Spanish teacher and Stacy Pendleton as our new high school social studies teacher. Ms. Eaton joins our staff from Olmsted Academy South and Mr. Pendleton comes from a goal clarity coach position at Newburg Middle. Deangelo Brown is our new night lead custodian; Mr. Brown was formerly a custodian at Western Middle School. Furthermore, Brian Garrett was appointed by the superintendent to fill an assistant principal vacancy that had been advertised on the district's Joblist. Council members were concerned that the school community did not have any input into the decision, and that there was another high school assistant principal position posted on the Joblist where Mr. Garrett could have been appointed.

The council reviewed the Student Fees Schedule for the 2015-16 school year. Ms. Jones moved to approve the fees schedule. Ms. Chesman seconded the schedule. The schedule was approved.

The council set meeting dates for the remainder of the school year. The dates are as follows: August 18th, September 8th, October 13th, November 10th, December 8th, January 12th, February 9th, March 8th, April 12th, May 10th, and June 14th at 4:30 PM.

Council members signed the Email Notification Agreement, signed the Proof of Receipt of “Your Duty Under the Law” and “Managing Public Records”, and completed the SBDM Council Training Verification Form. Dr. Parsons reminded the parents to complete the Background Check at the VanHoose Education Center.

Ms. Byron made a motion to adjourn, which was seconded by Ms. Bricking. The meeting adjourned at 5:43 p.m.