



# J. Graham Brown School

*SBDM Meeting Minutes*

*September 15, 2016*

## Call to Order

The meeting was called to order at 4:33 p.m. and was presided over by Dr. Angela Parsons, with Diane Courington as Secretary.

In attendance were: Lisa Billings, Liz Byron, Diane Courington, Elisa Pitmon, Pam Willison, Felicia Alfred, Nubia Bennett, Elizabeth Bricking, Ashley Chesman, Brain Garrett, and Angela Parsons. Guests: Carrie Caskey and Damara Jenkins.

## Opening Business

Dr. Parsons distributed the minutes from August 18, 2016 and August 30, 2016. Ms. Chesman moved to approve the minutes, and Ms. Pitmon seconded the motion. The minutes were approved.

Dr. Parsons shared a good news report with the council.

- Brown launched new student, athlete, and staff of the month programs. Students and athletes receive plaques. Staff members receive certificates and restaurant gift certificates. A new page was created on our website to honor winners.
- Elementary music and drama classes held their first "informances" today. Parents are invited in to see students perform during class time.
- Try outs for our school play were held yesterday. Twenty-eight students have roles.
- The alumni association provided some school supplies for classrooms.
- JCPS Board member Chuck Haddaway spent about 90 minutes touring Brown School last week.
- About 1/3 of attendance at Community Conversation regarding Magnet School Exiting was Brown School parents.

Dr. Parsons noted that no one had signed up to make a public comment.

## Student Achievement

The council reviewed ACT scores for the class of 2016.

## Planning

Dr. Parsons reviewed important dates with the council.

- Sept. 21st – Title IX Audit

- Sept. 22nd – PTSA Night at House of Boom
- Sept. 28th – Beta/Jr. Beta Club Induction
- Sept. 29th – Field Day
- Sept. 30th – Flexible PD Day
- October 3rd – Gold Day
- October 4th – Parent Teacher Conference Day
- October 11th – PTSA General Meeting
- October 19th – PSAT

## Committee Reports

The curriculum committee met and presented a new Make-up Work Policy. The curriculum committee also talked about aligning what “self-directed” actually looks like on every grade level, while aligning our program with the vision “reasoned minds and educated hearts.”

## Policies for Review

Ms. Chesman moved to assign a task force of Pam Willison and Liz Byron to revise the *Assignment of Students to Advanced Placement Courses Policy*. The motion was seconded by Ms. Willison and was carried by consensus.

The council reviewed the *Professional Development Policy*.

The council conducted a second reading of the *Attendance Policy*. Ms. Byron moved to approve the policy. Ms. Bricking seconded the motion and it was approved by consensus.

The council conducted a first reading on the *Make-Up Work Policy*.

## New Business

The council reviewed the *Closing the Achievement Gap Plan*. Ms. Alfred moved to approve the plan. Ms. Billings seconded the motion. The plan was approved by consensus.

The council reviewed two Section 4 & 5 SBDM Staffing Change Requests; one was to pay Priscilla Morgan for ten days and the other was to delete an instructional assistant position. A motion to approve both requests was made by Ms. Chesman, and seconded by Ms. Alfred. The motion carried by consensus.

## Old Business

Dr. Parsons reminded the parents on the council that they needed to go to the VanHoose Education Center for a background check. Dr. Parsons also reminded council members to complete their SBDM required training and log the information on the form.

Dr. Parsons made a motion to have a task force led by Ms. Bennett and Ms. Chesman to explore adding five minutes to the lunch and school day schedule. The motion was seconded by Ms. Alfred. The motion was approved by consensus.

## Adjournment

Dr. Parsons moved to adjourn the meeting. The motion was seconded by Ms. Byron. The meeting was adjourned at 4:47 p.m.