



J. Graham Brown School

SBDM Special-Called Meeting Minutes

August 18, 2016

Call to Order

The meeting was called to order at 4:31 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, Amy Thornton, Pam Willison, Felicia Alfred, Nubia Bennett, Elizabeth Bricking, Ashley Chesman, Brain Garrett, and Angela Parsons.

Guest speaker: Candice Sawyer-Luijk.

Opening Business

Dr. Parsons distributed the minutes from July 14, 2016. Ms. Byron moved to approve the minutes, and Ms. Courington seconded the motion. The minutes were approved.

Dr. Parsons made a motion to add an item to the agenda about adding five minutes to the lunch schedule. It was seconded motion by Ms. Billings. Ms. Bryon moved to add an item to the agenda to review the Make-Up Policy for Student Work. This motion was seconded motion by Ms. Thornton. Mr. Garrett moved to approve the agenda with the revisions. Ms. Bricking seconded the motion and it was carried by consensus.

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

- There was a great PTSA meeting Tuesday, August 9, 2016; about 20 people attended this meeting. As of August 18, 2016 we have 330 PTSA members, 32 of which are teachers.
- Operations will leave the air conditioner on 24/7; they will no longer turn it off on the weekends.
- The tea room is now part of the Brown School physical plant. The tea room will be used for band classes and enrichments. The tea room will get remodel funded by the school district.
- Several building upgrades: Hardwood floor in 202A and 202B (2nd grade classrooms). Floor tile in the concession stand and in room 222. Three new bottle filling stations – one on each floor.

- The reception area is up and running in the lobby (ai-phone, internet, phone, still need an electric outlet). We have three new rugs with Brown School logo and shortened mission (located at the front doors).
- Monday, August 22, 2016 the new elementary counselor, Christy Teague, will start at the Brown School.

Dr. Parsons recognized Candice Sawyer-Luijk for a public comment. Ms. Sawyer-Luijk asked that the dismissal plan to be revised because she feels like it is too strict. She feels that parents are not seeing the benefit of the afternoon dismissal. She distributed a handout listing her concerns.

Student Achievement

Dr. Parsons shared a report on Brown High School's college readiness status. Several students in the class of 2017 have not met the benchmarks as determined by the ACT. About 73% of seniors are deemed "college ready." KYOTE may be harder now that the Compass test is gone.

Planning

Dr. Parsons shared several important dates.

- Alumni Association Meeting August 18, 2016
- September 1st – City Saver Kick Off
- September 2nd – 6th/7th grade Dance
- September 13th – Elementary student Nolton Alfred leading Pledge of Allegiance at Board Meeting
- September 15th – PTSA General Meeting & Open House for Current Students

Dr. Parsons shared a report on the opening of school. The school enrolled 702 students, which is 2 above our projection. The school is fully staffed. Diversity index for the school is 2.1, which is within our range to be in compliance.

Committee Reports

Mr. Garrett provided a report from the Safety/School Climate Committee. Dismissal procedures are going very well, with more families choosing to use the car rider line as it became more efficient. The gender neutral restroom is not being used often. The safety plan was shared with the council.

The council members discussed the public comment from Ms. Sawyer-Luijk. As secretary, Ms. Courington will respond to her in writing on behalf of the council.

Policies for Review

The *Emergency Management Plan Policy* was reviewed by the council without any changes.

The council conducted a first reading of the *Attendance Policy*.

Ms. Byron moved to refer the *Make-Up Policy for Student Work* to the Curriculum Committee for revisions. This motion was seconded by Ms. Bricking, and was approved by consensus.

New Business

The council reviewed the Emergency Management Plan for the 2016-17 school year. Ms. Chesman motioned to approve the plan. The motion was seconded by Ms. Thornton. The plan was approved by consensus.

Ms. Pitmon moved to table to the agenda items regarding the discussion of adding time to the school day to make the lunch period longer for students and staff (by 5 mins.). Ms. Billings seconded the motion and it was approved by consensus.

Old Business

Dr. Parsons distributed the SBDM Council Training Verification form, and collected required information on the form. Dr. Parsons reminded the parents on the council that they needed to go to the VanHoose Education Center for a background check.

Adjournment

Ms. Pitmon moved to adjourn the meeting. The motion was seconded by Ms. Alfred. The meeting was adjourned at 6:04 p.m.