

SBDM Council Meeting Brookside Elementary

August 18, 2022



Teacher Representatives

Jamie Huzl, 1st Grade Teacher
Rod Butler, PE Teacher
Julie Bell, 5th Grade Teacher
Bonita Schultz, Special Education Teacher

Parent Representative

Eltra Sharp

Guests

Victoria Welch, FRC
Toni Dix, CRA
Stephanie Carson, Counselor

OPENING BUSINESS

ROLL CALL: Mr. Schuerman called roll to account for everyone in attendance.

AGENDA APPROVAL: Rod Butler moved to accept the agenda. It was seconded by Julie Bell and there was council consensus.

APPROVAL OF MINUTES FROM LAST MEETING:

Rod Butler moved to accept the June minutes. It was seconded by Julie Bell and there was council consensus.

Public Comment

There was no public comment.

PRINCIPAL'S REPORT

1. Start of the school year
Mr. Schuerman shared that the first seven days of school have been a success. Students are happy to be back in the building and are enjoying the start of the school year!
2. SBDM Elections
Mr. Schuerman introduced the new SBDM council members:
 - a. Teachers: Jamie Huzl, Julie Bell, Boni Schultz, Rod Butler
 - b. Parents: Vacancy, Eltra Sharp, Debbie Harrison

He explained that one of the parent representatives previously elected to serve on the council was unable to fulfill their commitment. The Parent Teacher Organization will host an additional election for a parent representative.

3. New Mission & SBDM Rationale

Mr. Schuerman explained that the staff at Brookside collaborated to develop a new Mission Statement that reflected their values. Some of these values include: teaching the whole student, providing a safe and respectful learning environment, and ensuring all students are successful in school and in life. Mrs. Schultz orally read the mission statement to the council.



STUDENT ACHIEVEMENT

1. iReady Diagnostics

Mrs. Dix shared that the majority of students have completed the fall iReady reading and math diagnostics. The administrators will meet with all teachers to analyze the student performance data. This data will be utilized to determine next steps for instruction and to support individual student needs.

NON-ACADEMIC REPORTS

N/A

ATTENDANCE REPORT

N/A

BUDGET REPORTS

Activity Budget

- Mr. Schuerman provided all SBDM members with a copy of the activity budget and explained that this budget focuses on students and should be spent on the students that brought in the funds. The current total of the account is \$10,944.66. Examples of how these funds are used include: field trips, Celebrate Success assemblies, PRIDE incentives and more!

Instructional Budget 2022/2023

- Mr. Schuerman provided all members with a copy of the instructional budget and called attention to the line titled: technology. He explained that there is a current balance of \$12,766.90 dedicated to purchasing and maintaining technology for the 2022-2023 school year. The technology committee will meet to develop a plan to maintain the current level of technology and purchase new items as older devices become obsolete.
- The amount of \$10,000 identified as Instructional Budget is being held for staffing. Mr. Schuerman explained that in the fall schools often receive additional funding. Mrs. Schuerman would like to delay spending the \$10,000 to see if Brookside Elementary will receive any additional funding. Waiting on this information may provide more options to hire additional staff, purchase technology or other resources.

COMMITTEE AND OTHER REPORTS

FRC Report

- Mrs. Welch shared that she was able to conduct two craft events this summer in Brookside districted neighborhoods. She will continue to provide community activities next summer with plans to expand to additional neighborhoods.
- BES FRC will send home Friday food bag forms during the week of 8/15/22. Mrs. Welch shared that the donations of food for the Friday Food Bag program has greatly decreased as compared to previous years. Families needing assistance with food securities can return the form to school.
- Dental forms will be sent home with all students. Families that return the paperwork will receive dental services at school.
- The BES FRC has provided school supplies for 40 students and clothing to 10 students.
- The FRC has provided three families with assistance for utilities.
- Mrs. Welch has started planning the Brookside Fall Festival. The current date of the event is 10/20/22.
- Mrs. Welch also shared that she is collaborating with the school counselor to be proactive with student attendance.

COUNCIL OPERATIONS

1. Role assignment
 - a. Mrs. Huzl volunteered to fulfill the duties of an SBDM Vice Chair. In the event Mr. Schuerman is unable to attend, Mrs. Huzl will conduct the SBDM meeting as chair.
2. Staffing
 - a. Consultations:
 - i. Savannah Thomas
 - ii. Caroline Stringer
 - iii. Dara Arbuckle
 - iv. Kristin Moberly
 - v. Mallory McKibben
 - b. Open Positions
 - i. N/A

3. Emergency Handbook- Review the BES Emergency Management Handbook

Mr. Schuerman provided council members with access to review the Brookside Elementary Emergency Management Handbook. He explained that the manual was a confidential document that outlines plans to ensure student safety. He reviewed the handbook and provided an opportunity for questions concerning safety.

Boni Schultz made a motion to accept the 2022-2023 Brookside Elementary Emergency Management Handbook. It was seconded by Rod Butler and there was council consensus.

4. [ESS Budget-Review for approval](#).

Toni Dix reviewed the ESS budget. Julie Bell made a motion to accept the budget. Ms. Sharp seconded the motion and there was council consensus.

5. Distribution of KRS 158.183 & 158.195

Mr. Scheurman provided a copy of the KRS 158.183 & 158.195 and reviewed them with council members.

6. [Family Engagement Policy](#)- First read

Mrs. Welch shared the Family Engagement Policy for a first reading. In order for the council to review and make any revisions that need to be made, the committee will conduct a second reading in September. The policy discussed how Brookside partners with families to ensure that all students get an equal opportunity to learn and participate in the educational process.

School-Family Compact

Mrs. Welch shared the School-Family compact. The compact breaks down the responsibilities of the parties involved with a student's education. Ms. Sharp suggested adding in section F school admin's contact info. Mrs. Huzl suggested changing "best faith" to "good faith" on page 2, section B.

7. [Consultation Policy](#)- First read

Mr. Schuerman provided each member with a copy of a revised consultation policy. He provided an explanation of the document and a comparison to the current policy.

8. Set future meeting dates:

The committee agreed at 3:15 pm on the following dates:

September 22, 2022

October 20, 2022

November 17, 2022

December 8, 2022

January 19, 2023

February 16, 2022

March 16, 2023

April 20, 2023

Ma 18, 2023

June 15, 2023

ADJOURN

Rod Butler moved to adjourn the meeting at 4:40 and Jamie Huzl seconded the motion. There was council consensus.

NEXT MEETING: Sep 22, 2022