

“Approved by Council”
Burlington Elementary School
Site-Based Council
General Meeting
Monday, July 10, 2017
5:00 PM in the Library

Council Members Present: Kim Gilbert, Michelle Burch, Lisa Mason, Marlene Price, and Erica Freeman (Mrs. Freeman via Skype)

Council Members Absent: Ashley Ball

Public Present: Ashely Scroggin, Ann Riesenbergs, Jayna Brake, Gina Owens, and Janet Lee

The Meeting was called to order at 5:05 PM.

a. Opening Business

- 1. Agenda Approval** - The Agenda was reviewed and accepted by consensus.
- 2. June Minutes** - Council reviewed Minutes for Special Meeting on June 14 and approved by consensus
- 3. Good News Reports** – The cafeteria has been painted. The north lobby is currently being painted.
- 4. Public Comment** – Mrs. Riesenbergs asked about parents’ inability to mingle with their children during assemblies perhaps taking pictures. Mrs. Gilbert informed her that a complaint was received by the Board of Education and we have enacted a policy that prohibits adults from mixing with the students because of safety concerns. Mrs. Gilbert suggested that Mrs. Riesenbergs might want to volunteer to be on a committee, perhaps PBIS, to find an alternate policy. There was also a question regarding the use of BE tickets. Mrs. Riesenbergs and Mrs. Scroggin said that their children didn’t seem concerned about collecting the tickets that were lost in pockets, books, etc. What is the value? Mrs. Owens and Mrs. Burch explained that the BE tickets were valued more in lower grades and that it was always a challenge to come up with age-appropriate rewards for BE tickets. Mrs. Owens explained the use of the tickets in her classroom as rewards. There was discussion regarding PBIS recognition. The parents’ were also concerned about the constraints of the Wellness Policy on snacks that students are allowed to bring to school. Because of “picky eaters” it is difficult, particularly if they have such a late lunch such as 1st grade had last year at 1:00 pm. Mrs. Gilbert stated that there probably should be better communication between teachers and parents. She suggested that parents should talk to Nurse Pam about any exceptions. Regarding the Wellness Policy, discussion was also held regarding cooking in classrooms to go along with lessons. Mrs. Gilbert stated that Nurse Pam should be notified of cooking 1 week prior to the lesson involving cooking.

b. Personnel

1. Staff Vacancies – Mrs. Brake will be moving to 2nd grade. This means 2 vacant 1st grade positions because of Mrs. Mason’s move to Kindergarten.

2. CLOSED SESSION Under KRS 61.810(1)(f) Council is allowed to go into closed session to discuss personnel matters. – The meeting was closed, by consensus, at 6:00 pm. The meeting was opened, by consensus, at 6:07 pm. Mrs. Stephanie Brockhoeft will be teaching in a 3rd grade position this year.

c. Budget Report – The Budget Report was unavailable.

d. Classroom Space Usage – Room 113 will be used for 2nd grade. Room 111 will be used for 1st. grade.

e. 2017-18 Parent – Student Handbook – The current Handbook changes are in progress. Mr. Roberts is working on the “TEAM” logo. Mrs. Gilbert reviewed the changes marked on the attached P/T Handbook. School fees were also reviewed.

f. Selection of Vice Chairperson and Secretary – Mrs. Mason was selected Vice Chair, by consensus. Mrs. Lee was selected Secretary, by consensus.

g. 2017-18 Meeting Dates – Council discussed several options of availability. Consensus was to hold General Meetings on the 2nd Tuesday of each month except for April which would be Spring Break. That meeting will be held on April 3, 2018.

Mrs. Mason moved to adjourn at 6:53 pm and Mrs. Burch seconded the motion. The meeting was adjourned at 6:53 pm.