



PEMBROKE ELEMENTARY SCHOOL
PEMBROKE, KENTUCKY

MINUTES OF SBDM COUNCIL MEETING
Monday October 23, 2023

The Pembroke Elementary School Council met at Pembroke Elementary at 3:56 p.m. The meeting was called to order by Chairman, Dana Gary.

COUNCIL MEMBERS PRESENT

Dana Gary, Chairman
Jami Gagnon
Jaclyn Guier.
Cody Stewart
Veronica Russell

COUNCIL MEMBERS ABSENT

Andrew Stahl

OTHERS PRESENT

Jason Russell

Actions/Items

1. Opening Business

- a. Call meeting to order - The meeting was called to order by Ms. Gary.
- b. Approval of agenda - The agenda was approved by Mr. Stewart and second by Ms. Russell
- c. Approval of minutes - A motion was made to approve the minutes by Mr. Stewart and second by Mrs. Guier
- d. Public Comments
- e. Good News Report-
 - i. Employees of the month for Oct. - Ms. Grey, Ms. Cross and
 - ii. Bully Free and Red Ribbon Week - Is the week of Oct. 23-27.
 - iii. Fire Truck for K-1. This will take place on October 26.
 - iv. Pumpkin Patch - Kindergarten attended the pumpkin patch.

2. Achievement Data

- a. Mastery Connect Data - Ms. Gary shared the accountability calculator for the Mastery Connect that was taken in September. There were 73 novices in math, 105 novice in reading (reading was a cumulative of everything that they should know over the year). There were 34 novice in science and 26 novice in social studies. The overall score according to the Mastery Connect test was 54.9.

3. Policies/Plans

- a. Consultation Policy - The council read through the policy. A motion to accept the consultation policy was made by Mr. Stewart and second by Ms. Gagnon.
- b. Staff Time Policy - The council read through the staff time policy. for a first reading. It was noted that the minutes during the day may need to be updated and the classified employees receive two ten minute breaks because they are eight hour employees this year. A motion to accept the policy noting that Mrs. Gary needs to look into the changes was made by Ms. Russell and second by Mr. Stewart.

4. Budgets- Paper Copies

- a. SBDM - Mrs. Gary went over the budget, 52% of the budget has been spent. There is still 30,000.00 left to spend.
- b. Title I - Mrs. Gary went over the Title I budget. There is currently \$1,615.91 for parent involvement from the previous year. In the J fund there is \$132,403.67 in this fund. There is \$4312.17 in the parent involvement fund.

5. Principal Report

- a. Surveys open until Nov. 2nd - A parent survey went out on ClassDojo. Mrs. Gary also sent out the link over a text and email message. Parents and teachers will take the survey.
- b. Parent Teacher conferences on Oct. 26th
- c. Staffing
 - i. Hired- Shelley Reynolds
 - ii. Still need- 2 full time subs
 - iii. Other - Mrs. Gary announced to the SBDM council that she will be retiring as Jan. 1, 2024.

6. Next Regular Meeting, Monday, Nov. 27th @ 4:00

Adjournment

There being no further business, the meeting was adjourned at 4:35 p.m. upon a motion by Mr. Stewart with a second by Mrs. Gagnon.. The motion was approved by consensus.