

SBLT Meeting via Microsoft Teams

November 24, 2020

Members in Attendance: Zimmerman (Principal), Vaka (Assistant Principal), Jennings (TA), Bostick (Kindergarten), Hance (First), Ventus (Second), Freeman (Third), Young (Fourth), Miller (Fifth), Cyrus (Specialist), Almstead (EC), Jackson (Secretary/Treasurer)

Meeting Start Time: 2:45 p.m.

Review of Minutes from October 27, 2020 the minutes were approved by a show of hands

SIP

1. Mr. Zimmerman discussed how to locate the SIP on the Simkins website: About Us-> School Leadership Information-> Access to School Improvement Plan is in the lower right corner of the page.
2. Comprehensive Progress Report
 - I. All staff will value and model collaboration and professionalism
 - II. Mr. Stewart and Mrs. Jennings are co-leading a group to facilitate communication and support between the TAs and administration
 - III. Zimmerman and Vaka will meet with Stewart and Jennings to discuss concerns of the Tas

Title 1 Budget-Mrs. Jackson

1. A suggestion was made to transfer the \$1800.00 designated for field trips to computer supplies or instructional supplies, since all field trips at this time are virtual.
2. Instructional Supplies was allotted \$28,494.30
 - I. Mystery Science Online Subscription \$999.00

- II. Scholastic Periodicals \$4447.26
- III. Transferred to Library Books for purchase of Battle of the Books titles \$1135.00
- IV. Balance for Instructional Supplies \$21, 913.04

3. Computer Software and Supplies

- I. The allotment amount was \$29,500.00
- II. Current balance is \$2862.67
- III. See spreadsheet for distribution of funds

4. Budget Proposals

- I. Purchase two MacBook Airs for (a) Cyrus to help parents and teachers troubleshoot issues and (b) Sherrill to assist teachers with professional development
- II. Purchase USB->HDMI adapters
- III. Purchase Decodable Readers-approximately \$15,000.00. Ms. Sherrill gave a brief description of the science behind using Decodable Readers and how it will support what students are learning with CKLA Skills and Listening and Learning.
- IV. Allocate \$1500.00 to purchase pencils (regular and mechanical) to be mailed to students as PBIS incentives.
- V. Allocate \$1500.00 for the purchase of postage stamps.
- VI. All the above budget proposals were approved by team members submitting a yes or no of support via the chat box for each request.
- VII. It was asked if the money allotted for field trips could be encumbered for virtual field trips. Mrs. Jackson acknowledged it can be thus encumbered but would need to be done before the beginning of winter break so the necessary administrative steps can be completed.

- VIII. A personal donation of \$2500.00 was made by a family and will be used to towards building our STEM program.

In-Person Protocols

1. Mr. Zimmerman updated us on the number of students in the building since PreK-2nd grades returned full time.
 - I. The daily average number of students attending is 144.
 - II. Mr. Zimmerman asked the team to consider what it will require to staff the bus lot and the car rider line once all grade levels return full time.
 - III. Currently one grade level covers the bus lot, while 6-8 staff members cover the car rider line outside.
2. Safety Measures
 - I. Continue to maintain the handwashing and bathroom logs and have them signed by an administrator at the end of each week.
 - II. Teachers and bus drivers have been issued disposable masks for those students who need one.
 - III. Email Awilda and cc Mrs. Jackson for any PPE and/or sanitizing supplies
 - IV. A question was raised concerning the purchase of pump bottles of hand soap to have at classroom sinks to facilitate handwashing in the classroom.

Parent Representative

1. Mr. Zimmerman requested the staff to recruit parents to serve on SBLT.
2. To date, only one parent's name has been submitted.
3. He would like 3-5 parents, each serving a 2-year term.
4. Names will be placed on a ballot for voting in January.
5. Ms. Young will create a flyer to post on the school's social media platforms.

Member Duties- Mrs. Jackson will be time keeper for meetings and Mrs. Jennings will record the minutes.

The meeting was adjourned at 3:30 p.m.

Next Meeting: December 15, 2020