

**Howard Elementary School  
Site Council**

**9/29/09  
2:30-3:30**

Convener: Suzanne  
Recorder: Linda  
Time Keeper: Lori

**MINUTES**

**In attendance:**

Suzanne Price, Lori Henry, Melissa Locke, Linda Kirk, and Lee Baker

**Agenda Review**

We reviewed the protocol for the agendas at each meeting. The staff will be asked to vote for the approval of the representative for the 2009-2010 year. The Site Council agenda will be posted in the office before each meeting. Meetings are open to any interested people to attend.

**Notebook Overview**

We looked at all the sections of the notebook:

1. Agendas and Meetings
2. By-laws
3. School Improvement Plan
4. Membership
5. Misc.

We are asked to bring the notebook to each meeting. Then return it at the end of the year so it can be updated annually.

**Review EEF Grant Proposals**

Each school is allowed to submit 2 @ \$500 and 2 @ \$2000. Since we have 4 applications (1 @ \$500 and 3 @ \$2000), we plan to rank submissions in each category. We will submit the 3<sup>rd</sup> \$2000 grant request stipulating that \$500 would be acceptable if the \$2000 grant is not available. Proposals were read and ranked individually before discussion. We are submitting 4 proposals in the following rank order:

**\$2000 Proposals**

1. Fitness Fun fro Everyone
2. Sense-sational Science
3. OMSI @\$2000 (will accept \$500)

**\$500 Proposals**

1. Sensing Science Tools
2. OMSI

\*Ashley Pond submitted her rankings prior to the meeting.

**Members:** Linda Kirk, Ashley Pond, Melissa Locke, Debbie Miller, Lori Henry, Suzanne Price, open parent, open parent

### **Approve By-Laws**

Members serving: usually 2 year cycles

Lori: 3<sup>rd</sup> year

Melissa: 1<sup>st</sup> year

Suzanne: 1<sup>st</sup> year

Linda: 1<sup>st</sup> year

Ashley: 2<sup>nd</sup> year

Lee: a visitor today

We currently need 1 more classified rep and 2 parents. Debbie Miller is interested; Melissa L. will speak to the BEST coordinator and see if we can work something out so that Debbie can do both BEST and Site Council. To generate parent interest in membership, we will make a few parent calls letting them know a nomination form will be included in the school newsletter on Friday.

We reviewed suggested language for the first five articles of the by-laws and made modifications to Article IV, Section B. We will finish reviewing Article V and VI at the next meeting.

### **Review and Approve Parent Involvement Plan**

We reviewed the Parental Policy entitled, *Building Level Parent Involvement Plan for 09-10* as presented by Melissa Locke, Title Coordinator. As per our discussion, some modifications were made to the plan. The revised plan will be presented at our October meeting for approval.

### **Items for Next Meeting**

Review revised Parent Involvement Plan for approval

Finish reviewing By-laws for approval

Review Decision-Making Grid for approval

Review Site Council Norms

Begin discussion ~ School Improvement Plan

The meeting adjourned at 3:40 since it convened at 2:40.

**Members:** Linda Kirk, Ashley Pond, Melissa Locke, Debbie Miller, Lori Henry, Suzanne Price, open parent, open parent