

# **Alvaton Elementary School-Based Decision Making Council Regular Meeting Minutes February 19, 2013 at 6:00 p.m.**

**Members present: Parent Representatives: Walker  
Teacher Representatives: Bush, Cutright, and Hardcastle; Principal: Rathbun**

- I. Approved Minutes from our January 22, 2013 Regular SBDM Meeting.  
(All members present in agreement).**
- II. Approved Minutes from our January 22, 2013 Special Called Meeting.  
(All members present in agreement).**
- III. Approved Minutes from our February 5, 2013 Special Called Meeting.  
(All members present in agreement).**
- IV. Approved Minutes from our February 13, 2013 Special Called Meeting.  
(All members present in agreement).**
- V. Reviewed and discussed Alvaton Elementary accounts' balances,  
deposits, and withdrawals. Checked on paper charges from last meeting  
and we have been charged for paper in the past-just somehow overlooked.**
- VI. Reviewed and discussed SWIS data to this point in the year. As of right  
now, February has been a tough month with an increase in office referrals.  
We have asked teachers to be sure to review expectations and procedures  
on a regular basis and often. We are also continuing to address students  
with excessive numbers of write ups through our TBT team.**
- VII. Reviewed the following Discipline Policy for second reading approval.  
Approved for first reading at our January 22, 2013 meeting.  
Approved following Discipline Policy for second reading:  
(All members present in agreement).**

Alvaton Elementary Discipline Policy (DRAFT for first reading approval)  
All faculty and staff members at Alvaton Elementary will work in a positive way to help students learn and follow our guidelines for success. Teachers and staff members will address discipline issues as they arise and administer consequences as needed. When students are not adequately responding to these consequences, or in cases of extreme misbehavior, the involved faculty or staff member will complete an office referral and the student will be sent to the office. The Student Services Coordinator or the Principal will conference with the student, contact a parent/guardian as needed, and administer an appropriate consequence. Regarding issues of major misbehavior and issues of safety concerns, we will follow the Warren County Board of Education policies for consequences. Students who are repeat offenders and who show little to no signs of improvement will be referred to our Target Behavior Team for review for Tier 2 or Tier 3 services. In the event that our interventions fail to produce successful results, the Alternative to Suspension Program will be utilized for our 5th and 6th grade students who are eligible.

**VIII. Adjourned at 6:28 p.m. (All members present in agreement).**

February 19, 2013 SBDM Regular Meeting Minutes approved at our March 19, 2013 SBDM Meeting.

Rita Hardcastle: \_\_\_\_\_ Mark J. Rathbun: \_\_\_\_\_