



Paul Banks Elementary School

Kenai Peninsula Borough School District

1340 East End Road – Homer, AK 99603 – (907) 226-1801

Principal, Sean Campbell

Paul Banks Elementary Site Council Meeting Notes

11/29/2023

3:30-4:30 pm

- I. Establish Quorum:
 - Per bylaws, 4 members are required to establish a quorum
 - Members present: Sean Campbell (principal), Jeri McLean (community member), Sarah Jones (K teacher), Jeanne Anderson (OT and parent), Katy Countiss (secretary)
 - Not present: Mandy Lehm, Rachel Lord
 - Visitor: Tim Dougherty (long time educator and school board member)
 - II. Review and Approve Agenda
 - A. Jill moves to approve, Jeri McLean seconded
 - III. Review and Approve Minutes
 - A. Jill moves to approve, Jeri McLean seconded
 - IV. Principal's Report
 - A. Highlights
 1. Concerts (2 Concerts this fall, brought in other schools)
 2. Halloween Parade
 3. K-9 Reading program
 4. Sprout First Friday
 5. PTA: mats, lunches, photos
 6. New Students (enrollment up to 180)
 - B. School Development Plan
 1. Review Goals & Progress 2 Goals
 - 1) Reading: had to adjust language to match new curriculum. 4 categories that students can be placed into. Well below or below 30% move up a category.
 - 2) Math: 10-25% percentile raising their scores by at least 5% by end of the year
- Action Steps: Title-1 Intervention, Title-1 Tutor increased to full time, LETRS training for three teachers, curriculum PD, training in Amplify/Boost, AK Reading Symposium.

-Discussion between members about attendance incentives: social/ emotional foundation of the whole picture, what are our resources (counselor/psych). It's about partnership and conversations.

C. Literacy

1. Book Fair
2. October Reading Challenge (89 students completed the challenge)
3. Examples of success of curriculum- watching kids learn to read is powerful.

D. Family Engagement

1. Halloween Parade
2. Volunteers
3. Lunches/holidays (class thanksgiving celebration)
4. Gear Drive and donations

V. Family Handbook

A. How do we approach this process??

1. Review other school handbooks for ideas and gather input.
2. JS Would it be good to have a short concise version? So that it's not so overwhelming. Thorough is ok, but it's cumbersome and therefore it's not utilized as much. JA: brought up the topic of accessibility (what formats could be used to make sure it's accessible for all families, different languages, add visuals, accommodate illiterate families, etc.)
3. Could it be part of our open house? Or at an event we cover all together?
4. KC brought up the current "School information sheet" given to new families. One page front and back with a brief overview of most important information.
5. JS notes from reviewing other school handbooks: schedule, door policy, lunch options, instructional hours, link to district calendar, absences/tardy protocol, etc.
6. SJ video of the different sections of the handbook to reach more families. Could use different staff to film videos to educate families.

-As a group, we reviewed West Homer's example: what we should keep and what we should leave out based on theirs.

VI. Site Council Projects List (skip because Rachel Lord is not in attendance)

VII. Upcoming Events

- A. Thursday 12/7: Musical @ 12:30 (HHS Theater)
- B. Friday 12/8: Early Release @ 1:00
- C. Tuesday 12/12: PTA Meeting @ 6:00
- D. Friday 12/15: End of Quarter
- E. Tuesday 1/2: In-Service
- F. Wednesday 1/3: School Resumes

VIII. Adjourn

Katy Countiss moved to adjourn, Kim Kuklis seconded