

**Maxwell Elementary**  
Escuela de Inmersión en Español  
Chair: Robert Crawford  
Vice Chair: Adam Brewer  
SBDM Council Minutes  
September 12, 2017  
4:00pm

Meeting called to order at 4:11pm

Allison Soult made a motion to approve the agenda, Adam Brewer 2<sup>nd</sup> the motion.

Adam Brewer made a motion to approve the minutes from the regular called meeting on 9/12/2017, Allison Soult 2<sup>nd</sup> the motion.

Public Comment: None

Item 1: Election of Vice Chair: Shemeka Velasquez nominated Adam Brewer, Maria Mato 2<sup>nd</sup> the nomination, all members approved, Adam Brewer accepted.

Item 2: Educational Field Trips: 5<sup>th</sup> Grade Field Trips

- Sra. Alquicira explained the proposed agenda and itinerary for the 5<sup>th</sup> grade field trip to Cincinnati, OH in late March.
- Mentioned that changes might be made, considering going to the Science Center instead of Newport Aquarium.
- Cost for students would be approximately \$40-45.
- Will be taking a non-FCPS bus, most likely Wombles.
- Sra. Alquicira also mentioned that they would not be raising money by doing the Entrepreneurial Fair this year, because they were signing up to take part in Biz-Town, through Junior Achievement.

Allison Soult made a motion to approve the 5<sup>th</sup> grade field trip to Cincinnati, OH, Shemeka Velasquez 2<sup>nd</sup> the motion.

Item 3: School Safety Plan Approval: Robert Crawford discussed the plan and gave the members time to review it.

- Black boxes need to be updated in office.
- Adam Brewer asked if we had called to verify that the alternative locations are still available to host the students if the need arises, Mr. Crawford said that would be taken care of it.

Adam Brewer made a motion to approve the School Safety Plan, Shemeka Velasquez 2<sup>nd</sup> the motion.

Item 4: Student Achievement Report/Data – Robert Crawford discussed the different assessments that would be happening this year as well as when the results from assessments from 16/17 would be made public.

- 3<sup>rd</sup> and 5<sup>th</sup> grade to participate in AAPPL assessments this school year.
- Wonders assessments given this school year.

- KPREP scores to be released on 9/28/17, will be discussed during the October SBDM meeting.
- Faculty discussing benchmarks and revising instruction to suit student needs.

Item 5: School Improvement Planning – Robert Crawford read the School Improvement Plan and then discussed the Entry Focus 2017-2018 and let the members review it.

- Need to review and revise CSIP – Adam Brewer said he would see if he could locate the electronic copy.

Item 6: Committee Formation – Robert Crawford asked about the letter sent out to stakeholders to get them involved and make them aware of different committees and school/student needs.

- 1<sup>st</sup> level of committee formation is complete, with certified staff.

Item 7: Budget Review – went over budget, gave members time to review

Item 8: Staffing Consultation – Robert Crawford consulted with the members about staffing vacancies.

Closed session at 4:50

Out of closed session at 5:01

Shemeka Velasquez motioned to adjourn the meeting, Maria Mato 2<sup>nd</sup> the motion.

Meeting adjourned at 5:02pm