



DEPARTMENT OF DEFENSE
DOMESTIC DEPENDENT ELEMENTARY AND SECONDARY SCHOOLS
SOUTH CAROLINA/FORT STEWART/DODDS-CUBA SCHOOL DISTRICT
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MINUTES SEPTEMBER 2011

From: School Board President

Subject: Minutes of Laurel Bay School Board, September 15, 2011

- The Laurel Bay School Board met on September 15, 2011 at Elliott Elementary School.
- The following members were present:
 - Denise Stone, President
 - Rudy Cruz, Board Member
 - Paige Hungerford, Board Member
 - Ebone' Parks, Board Member

In addition the following non-members were present:

- Dr. Samantha Ingram, Superintendent
 - Ms. Carol Lee Kipp-Caldwell, Principal, Galer Elementary
 - Mrs. Vicky Parr, Principal, Elliott Elementary
 - Mrs. Wendy Randle, Principal, Bolden Elementary/Middle
 - Ms. Kim Wiley, School Liaison Officer
 - Col. Brian Murtha, Commanding Officer, MCAS Beaufort
- The Pledge of Allegiance was recited in unison.
 - **Approval of Agenda and Minutes:** Agenda was approved as presented. Minutes from the meeting on May 12, 2011 were approved with minor corrections.
 - **District Goals/Strategies for SY 2011-2012:** Dr. Ingram shared the district's interventions and strategies for this year, which included improving teaching and learning, encouraging parental involvement, and using assessment data to inform instruction. She shared information about the Continuous School Improvement (CSI) Committee, including its composition, responsibilities and process of goal development.
 - **School Goals/Strategies for SY 2011-12:** Principals Wendy Randle, Carol Lee Kipp-Caldwell and Vicky Parr shared current CSI goals for their respective schools. Each school has two primary goals for the year, focusing on the areas of problem solving and literacy. The schools will continuously reinforce strategies such as Four-Step Problem Solving, Read It/Draw It/Solve It, 6+1 Writing Traits and graphic organizers to help students to meet these goals.
 - **School Schedules:** The principals shared some scheduling strategies that are designed to maximize instructional time, including 120 minutes of uninterrupted language arts instruction, and 60 minutes of math instruction. They have also implemented an intervention block, common grade-level schedules and weekly collaboration for grade-level teams. Board members were provided with copies of the schools' master schedules. Board members will review those schedules, and bring any questions concerning those schedules to our October meeting.
 - **School Board Focus for SY 2011-2012:** Mrs. Stone shared that the Laurel Bay School Board would like to continue to focus our efforts on increased student achievement. We would like for our schools to continue to work at maximizing instructional time and minimizing disruptions. We would particularly like to ensure that unnecessary programs and activities do not interrupt instruction. We believe that the criteria for any program or activity should be that it helps students to meet an instructional goal. In addition, our school board voted unanimously

Approved 10/13/11

- to send a second letter to the acting DDESS Director, Dr. Linda Curtis, asking that additional staff development days be secured, so that our teachers are not pulled from the classroom for mandatory training. The school board has asked the principals to let us know of any way that the board might help them to meet their goals, whether by securing more classroom volunteers, or by some other way of assistance.
- **Transportation:** Mr. Dan Littlejohn, contract manager for Taylor Motors, answered questions about the new bus schedules. He shared that everything has gone smoothly, and that there have been no issues associated with the Early Release schedule. Board members shared concerns about students being picked up very early and arriving early at school, then having to wait outside or in the cafeteria. Mr. Littlejohn said that the pick-up times cannot be adjusted, as they have to get students to all schools in time for students to have breakfast. Elementary students arriving early at all schools should go to the cafeterias. Middle school students may wait outside (supervised) until 7:50, or they may go inside the cafeteria to wait, until they are released to go to their classrooms. Mrs. Randle said that she would ensure that students are aware of these procedures. Board members have asked Mr. Littlejohn to develop cost estimate quotes for optional Pre-K transportation and an Activity Bus.
- **School Board Visits:** School board members will visit all Laurel Bay Schools on October 26.
- **October Agenda:** Our next meeting will be held at Galer Elementary on Thursday, October 13 at 4:00 p.m. Board members agreed that items on the October agenda will include:
 - Scheduling
 - Transportation
 - Trend/Comparison Data
 - Gifted Education
 - Special Education
 - Customer Satisfaction Survey Results

Mrs. Denise Stone
President

Approved 10/13/11