

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
OF THE AUGUSTA SCHOOL DISTRICT  
October 18, 2016**

The Augusta Board of Education met in regular session at 6:00 PM on Tuesday, October 18, 2016, in the Augusta Elementary Cafeteria. Terry Shadwick, President, opened and presided over the meeting. Members present were Debbie Briscoe, Joyce Brown, Janice Collier, Leslie Collins, and Willie Powell. Member Susan Bengel was absent. Superintendent Cathy Tanner was also in attendance.

Terry Shadwick gave the prayer.

On a motion by Leslie Collins and a second by Willie Powell the board approved the minutes of the September 22, 2016, special meeting and the September 27, 2016, regular meeting as presented without reading.

Terry Shadwick welcomed the visitors.

There was not a ACPEA representative at the meeting.

There was not a PPC representative at the meeting.

Jack Broach, HS SIS, noted he had completed 240 walk through evaluations this year. The building is working on the indicators as needed.

Heather Hite, AE SIS, noted the Leadership Teams meet every other week. The team is working toward having an event each month for the community to attend.

Lisa Martin, AE /HS Principal, noted 45 day reports are due. Parent/Teacher conferences will be Thursday, October 20, 2016. Friday, 10/28/16, will be Pink Out day. She stated that the AR Dept. of Education had been in contact with her concerning posting pictures of the football players reading to the elementary students.

Ms. Tanner presented the general finance information.

On a motion by Leslie Collins and a second by Janice Collier the board ratified payment of the bills.

Ms. Tanner discussed the building projects. When the new shop is finished, things that need to be stored will be moved. Hopefully we will have an auction in December. She discussed the ARCare after school program.

Per State Law districts that are classified as Focus or Priority have to have School Improvement Teams. The District must also have a policy governing the Teams.

On a motion by Joyce Brown and a second by Willie Powell the board approved the policy for the School Improvement Teams.

The board retired to executive session.

The board returned to open session.

Ms. Tanner invited the board to eat lunch at the HS on Wednesday, November 16, 2016, for Thanksgiving. She has invited the Chamber of Commerce to attend also. She noted the District will be having an active shooter drill on Friday, October 21, 2016.

Debbie Briscoe noted some items she received from the New Board Member Training she attended in October.

The board was adjourned.

\_\_\_\_\_  
Board President

ATTEST: \_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Board Secretary

## **5.4—SCHOOL IMPROVEMENT TEAMS**

A team structure is officially incorporated into the school improvement plan. New school administrators shall receive a description of the teams' purposes and how each team is constituted; In addition, each new administrator shall receive training on methods for effective teams.

All teams shall create work plans for the year, which shall include specific work products for the team to produce. To aid in maintaining the work plan, all teams shall develop an agenda and keep minutes for each meeting. The school principal shall be responsible for maintaining a file of the agendas, work products, and minutes of all teams.

Team meetings shall take place outside of the student instructional day.<sup>1</sup>

### **Leadership Team**

Each school shall have a Leadership Team that consists of members that include:<sup>2</sup>

1. The principal;
2. The chair of each Instructional Team;
3. The school guidance counselor;
4. A instructional facilitator; and
5. Other key professionals designated by the principal.

The Leadership Team shall meet for a minimum of one (1) hour at least two (2) times each month during the school year. Based on school performance data and aggregated classroom observation data, the Leadership Team shall make decisions and recommendations on curriculum, instruction, and professional development; in addition, the Leadership Team shall serve as a conduit of communication to the rest of the faculty and staff.