



# STEPHENVILLE INDEPENDENT SCHOOL DISTRICT



*Developing the Potential of Every Student, Every Day*

District Site Based Decision Making Committee Meeting  
Minutes for Wednesday February 5, 2020  
District Administration Building  
3:45 PM

**Committee Members Present:**

Kathy Hampton, Karen Greenhaw, Mary Anderson, Teresa Blankenship, Hallie McFarlin, Bobby Clevenger, Lisa Scroggins, Kelci Dowell, Michele Ponder, Rita Crouch, Kelly Magin, Melina Mueller, Brian Salge, and Melanie Payne

The objectives of this Site Based Meeting were to discuss the 2020-2021 District Calendar, Early Resignation/Retirement Incentive, Comp Day Procedures for 2020-2021, Update on District of Innovation, and Survey Questions.

Calendar C was the most voted Calendar for the 2020-2021 school year. All parents and staff were surveyed and "C" won with the most votes. Kathy Hampton explained this calendar is one most similar to what the District has done in the past, except we added an extra Early Release day to December 3rd because SISD is hosting Elementary UIL. The calendar is on the agenda for Board Approval at the February 17th meeting.

This week Ms. Hampton emailed out the Early Resignation/Retirement Notice Incentive to all staff. Although this incentive is only available to contracted employees. At the time of this meeting, no one had returned an incentive form. These incentives pay employees either \$500 or \$250 depending on the date of return. SISD started an incentive plan to ensure our district has adequate time to employ the most qualified individuals for replacement.

Comp Day procedures have not yet been sent out to staff. Ms. Hampton is waiting until the Calendar is Board Approved before sending out the information. Comp Days were limited to just 2 because in the past it has been difficult for staff to get the extra hours needed for training.

The most recent District of Innovation Plan is good between January 2017 and January 2022. The district will start looking for new members to join this committee. This plan provides strategic planning goals, teacher employment contracts, certifications, and more. By being a District of Innovation, SISD has more flexibility when it comes to creating our school calendar start dates as well as CTE certifications.

2655 West Overhill Drive • Stephenville, Texas 76401  
(254) 968-7990 • FAX (254) 968-5942 • [www.sville.us](http://www.sville.us)



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Last on the agenda was student, parent, and staff surveys. Only students from Gilbert, Henderson, and High School complete the student survey. Last year SISD received concerns from parents about asking Gilbert students about the use of specific drugs; i.e. crack, meth, weed, etc. Ms. Hampton explained that the State encouraged districts to be very specific when it came to listing drugs, but would look at limiting the choices. The committee was asked if they had any feedback or additions to be considered for the surveys. Vaping was mentioned and was being considered to be added for the student survey. The committee was asked to email any suggestions for the survey to Kathy Hampton. She also mentioned our campuses usually provide an incentive to students who complete the survey and they should start thinking about what those should be. The surveys will be sent out to students, parents, and staff upon returning from Spring Break and they will be available for two weeks in an electronic format.

This meeting was originally going to include a Construction Update from Dr. Underwood, Superintendent, but he was unable to attend this meeting. Ms. Hampton mentioned our biggest issue right now is parking. Students are parking in the Administration Building and Church parking lot making it difficult for employees of both businesses to find parking. The Church has announced they will start towing cars which are not registered to park in their lot. The high school is slowly opening more parking spots for students on their property as construction allows.

The next meeting is only a Teacher of the Year Committee Meeting which is on April 1st. Applications for TOTY go out next week and then the committee will review redacted applications of the employee appointed the Campus Teacher of the Year to select an Elementary and Secondary Teacher of the Year for SISD.

The next SBDM is April 29th.

The meeting adjourned at 4:03 pm.