Local School Improvement Council (LSIC)

Organizational Meeting Agenda

An agenda is an outline that guides the order of items that need to be discussed or acted upon during a meeting. Agendas should be distributed prior to the meeting to prepare members.

Name of School:	Allen T. Allison Elementary School	**Name of Chair:**	Katie Adkins
Date of Meeting:	September 25, 2026	**Name of Principal:**	Toni Hartung
Place of Meeting:	Allen T. Allison Elementary School	**Start/End Times of Meeting:**	7:30

1) Introduction of Members
2) Purpose of LSIC
3) Election of Chairperson and Assistants
4) Training Video
5) School Improvement
6) Schedule of Next meeting

Local School Improvement Council (LSIC)

Meeting Minutes

Minutes are a written account of what transpired during a meeting. Minutes are recorded by a designated member of the group and posted to your school's website.

Name of School:	Allison Elementary School	Name of Chair:	Katie Adkins
Date of Meeting:	September 25th, 2026	Name of Principal:	Toni Hartung
Place of Meeting:	Conference room- at Allison Elementary	Start/End Times of Meeting:	7:30am-8:00am

1. Call Meeting to Order: The meeting was started by Kelley Fogg at 7:30am.

2. Roll Call:
    a. Toni Hartung, Paulayna Hostetler, Missy McIntosh, Kelley Fogg, and Katie Adkins were in attendance.

3. Reading and Approval of Minutes:
    a. This is our first meeting, so we had no prior minutes to approve.

4. Principal's Report:
    a. Focus on the bottom 25% during MTSS
    b. Starting in October, we will be sending home letters to parents of students scoring in the bottom 25% according to STAR scores. We will also come up with an intervention plan for these students.
    c. These steps are being taken for the third-grade success act. Students can be retained if they score a 1 on state testing.
    d. Results from last years state test 2025-2026

School Name	Assessment ELA	Assessment Math	Assessment ELA Progress	Assessment Math Progress	Attendance Value	Discipline Value
A. T. Allison Elementary	70.7%	74.3%	62.3%	75.5%	11.1%	99.5%
	2024-2025					
A. T. Allison Elementary	69.0%	68.8%	69.4%	53.1%	15.2%	98.6%

5. Purpose of LSIC
    a. Explanation of the purpose of LSIC

i. Local School Improvement Councils (LSIC) are required per W.Va. Code § 18-5A-2. These councils exist at each public school in West Virginia. Membership of the LSIC is comprised of teachers, service personnel, bus drivers, parents, business and community representatives. An election occurs annually for membership. The LSIC is directly involved with the operation of the local school in many ways.

ii. The LSIC reviews discipline data and procedures yearly and submits written recommendations to the local school board. They encourage involvement of the school community with the school operation through regular LSIC meetings and collaboration. They support local initiative for school improvement by being directly involved with the strategic planning and innovative ideas. A direct link with the local school board occurs through an annual meeting at which all school aspects inclusive of academics, athletics, discipline, school climate, facilities, needs, improvement and recommendations are presented and discussed.

b. Mrs. Hartung is planning to write a grand to Hancock County Savings Bank to request funding for two-way radios for staff members. Due September 30th

6. Officer/Committee Reports:
    a. Elected chairperson and assistants were chosen- Kaitlin Karpinski
7. Items to be Discussed:
    a. Introduction of members
    b. Discussed and signed off on the training video.

8. School Improvement
    a. Increase Lunch and Breakfast counts
        i. August
            1. 55% Breakfast, but not all kids were attending yet
            2. 62% Lunch, (Same as above
        ii. September (through 9-21-26)
            1. 62% Breakfast
            2. 70% Lunch
    b. Flower beds
        i. Kaitlin Karpinski volunteered to assist with the flower beds
9. Motions, Orders, Resolutions, Ordinances and Measures Proposed: None
10. Announcements:
    a. Next Meeting – November 20, 2026

11. Adjournment: The meeting was adjourned by Missy McIntosh at 8am.