

BALLARD COUNTY MIDDLE SCHOOL SBDM COMMITTEE MEETING

July 21, 2021

2:15 p.m.

Introduction

- Roll Call
 - Abernathy
 - Damron X
 - Lucas X
 - Lisanby X
 - Parker X
 - White X

Approval of the Agenda

Motion: Lisanby; second: White

Approval of June minutes (There are no minutes; June meeting did not have a quorum.)

Opening Business

Public Comment

Meeting Norms

Student Achievement Plan:

Plan for Assessment will be presented at the August meeting.

Budget Report

2021-2022 Starting Budget

Motion: Damron; second: White

Communication

Monthly Review (Parker will present a calendar at each meeting.)

June:

July:

August:

Student Achievement Report

Summer School Data Reports

By Laws and Policies:

The bylaws spell out how the **council operates**. Policies are about how the **school operates**.

(Notebooks are provided for members at the meetings.)

Minutes:

Kentucky's Open Meetings Law requires meeting minutes to list the motions and actions taken.

Other details are helpful for understanding what's happening in school, but not required. The

Open Meetings Law also requires minutes to be available no later than the end of the next

meeting, which means any revisions need to be done during that very next meeting.

Roles of Chairperson, Vice Chairperson, and Secretary

By law, the principal is automatically the chairperson of the council except during the principal selection process. If that occurs, the superintendent becomes the chairperson. The vice chair person will conduct the meeting in the absence of the principal, and the secretary is in charge of recording the minutes and sending those to all council members within three days of the meeting.

Chairperson: Parker

Vice Chair: Lisanby

Motion White; second: Damron

Secretary: Damron

Motion: Lucas; second: White

New Business

- Set the meeting schedule for the rest of the year. Meeting times for the council is a council issue (KRS 160.345(2)(d), and the open meetings law (KRS 61.820). As a general rule, the council meets at the beginning of its term to determine the regular meeting schedule for the entire year.

Motion: White; second: Lisanby

Meetings set for the third Wednesday of the month at 3:30 p.m.

- Make sure that all of your council members have a form on file with the school allowing them to be notified by email for special called meetings.

All forms have been signed and recorded in the book except Abernathy.

- Each council member must sign a form stating that he/she has received "Your Duty Under the Law" and "Managing Public Records."

All forms have been signed and recorded in the book except Abernathy.

Background Checks for Parent Members

KRS 160.380(10) requires SBDM parent members to submit to State and Federal criminal records checks. If a SBDM parent member is re-elected to a **consecutive** term, then the school district is not required to conduct these criminal records checks again. However, if there is a "break in service" and the SBDM parent member is elected later, but not consecutive to an initial term, then the school district should conduct a new State and Federal criminal records check. For more information please see our FAQ on the Members Only section.

- a. Update SBDM page for KASC with new members (Parker will take care of this before the August meeting.)

SBDM Dates TBD

Meetings will take place on Wednesdays at 3:30 in the BCMS conference room on the following dates:

Aug. 16, Sept. 22, Oct. 20, Nov. 17, Dec. 15; Jan. 19, 2022; Feb. 23, March 23, April 20, May 11, and June 22.

Adjourn: Next meeting will be set at the meeting.

Motion: Lisanby; second: White