

Harlan County High School

SBDM Council Meeting Minutes

Date: July 24 2015 Time: 10:00 AM Location: HCHS Media Center

Special Called Meeting

I. Call Meeting to Order:

Principal Burkhart called the meeting to order at 10:05 am.

II. Roll Call:

Ms. Alred, Mr. Henson, Mrs. Mackowiak, Mr. Pace, and Principal Burkhart are present. Mr. Branson is absent. Quorum is present to proceed with the agenda.

III. Approval of Agenda:

- Motion to approve the agenda was made by Mr. Henson. Mrs. Mackowiak seconded. Consensus was reached.

IV. Approval of Minutes:

1. Approve meeting minutes for Special Called Meeting on June 12 2015.
2. Regular scheduled meeting on July 14 2015 was cancelled due to a lack of quorum.

- Motion to approve the meeting minutes for Special Called Meeting on June 12 2015 was made by Mrs. Mackowiak. Mr. Pace seconded. Consensus was reached.

Mr. Henson and Ms. Alred abstained from voting. They were not present at the meeting.

V. SBDM Council Policy/Update:

1. New members are given copies of SBDM By Laws and Policies.

July 24 2015 Special Called Meeting Minutes

VI. New Business:

1. Council will set the day of the week, time of day, and location of meetings held during the 2015-16 school year.

Council decided to meet on the second Thursday of each month at 3:15 pm in the HCHS Media Center.

- Motion to set the meeting date for the 2015-16 school year as the second Thursday of each month, the time as 3:15 pm, and the location as the HCHS Media Center was made by Mrs. Mackowiak. Mr. Henson seconded. Consensus was reached.

The Secretary will notify the Media of the new meeting date, time, and location. A notice will be posted on the bulletin board next to the main office.

2. Council will elect a Vice Chair.

Council asked Mrs. Mackowiak to remain Vice Chair. She accepted.

- Motion to elect Mrs. Mackowiak as Vice Chair for 2015-16 was made by Mr. Henson. Mr. Pace seconded. Consensus was reached. Mrs. Mackowiak abstained from voting.

3. Classroom Assignments:

1. Principal Burkhart told the Council that some teachers were being moved to different classrooms in order to accommodate department needs.
2. Study Hall will be offered in various classrooms during the school day.

4. Tardiness/Truancy/Student Parking Privileges

Principal Burkhart told Council that students who have parking privileges and arriving late to school in the mornings will be held accountable to the contract that they and their parents have signed in order to obtain parking privileges.

July 24 2015 Special Called Meeting Minutes

5. Handbook Revisions:

Principal Burkhart discussed the Handbook Revisions with Council. Some policies in the Handbook were updated with current dates and some were updated due to new or amended policy. She will have the contract that students and parents sign in order to obtain parking privileges added to the policy already included in the Handbook. The cost for a parking permit will increase from \$15.00 to \$20.00

6. Vendors for Graduation Items:

Vendors interested in presenting Graduation Items for Council's review will be notified of the August 13 meeting date.

Vendors will be asked to set up their items in the Media Center no later than the 3:15 pm scheduled meeting time. Council will review all the vendors' items and then discuss them with each vendor individually.

The Secretary will notify Jostens, KGI, and Herff Jones of the August 13 meeting and Council's requests.

VII. Personnel: Council will move to **Closed Session**.

- Motion to move to **Closed Session** was made by Mr. Pace. Mr. Henson seconded. Consensus was reached.

Council moved to **Closed Session** at 10:25 am. The Secretary left the meeting.

- Motion to return from **Closed Session** was made by Mrs. Mackowiak. Mr. Pace seconded. Consensus was reached.

Council returned from **Closed Session** at 11:55 am.

Entered into these meeting minutes from Closed Session:

After consulting with the SBDM Council, Principal Burkhart will make her recommendation to fill the vacant English, Business, and Social Studies positions at HCHS to Superintendent Howard after today's meeting.

July 24 2015 Special Called Meeting Minutes

VIII. Next Meeting Date:

The next regular scheduled meeting will be held on Thursday August 13 2015 at 3:15 pm in the HCHS Media Center.

IX. Adjourn:

- Motion to adjourn was made by Mrs. Mackowiak. Mr. Pace seconded. Consensus was reached.

The meeting was adjourned at 12:25 pm.

Edna M. Burkhart

8-13-15

Chairperson's Signature

Date Minutes Approved