

***Mercer County Senior High School
School Based Decision Making Council
Meeting Agenda***

**February 27, 2023
4:00 pm**

Members:

Spencer Tatum, Principal & Chair
Ekambaram Elumalai, Teacher Representative
Kendra Rowland, Teacher Representative
Andrew Ashford, Teacher Representative
Patrick Branam, Parent Representative
John Huffman, Parent Representative
Mike Floro, Council Secretary

Opening Business

- Welcome
- Agenda Approval
- January Minutes
- Good News Report

Behavior/PBIS Report

Academic Progress Check

Budget Report

New Business

- Scheduling update
- Staffing allocations 2023-24
- Enhancing Student Achievement policy 2nd reading
- Staff Time Assignment policy 2nd reading
- Consultation policy 1st reading
- Discipline and Classroom Management policy 1st reading
- Instructional Practices policy review
- Technology Use policy review
- Upcoming dates/events

Public Comment

Set time & date for next meeting

Adjourn

***Mercer County Senior High
SBDM Council
Regular Monthly Meeting
January 23, 2023 – Draft Minutes***

The meeting was called to order by Mr. Tatum at 4:09 p.m. in the conference room. The following members of the council were in attendance:

Present : Spencer Tatum, Principal Ekambaram Elumalai, Teacher Kendra Rowland, Teacher Andrew Ashford, Teacher John Huffman, Parent Patrick Branham, Parent Mike Floro, SBDM Secretary	Absent: Andrew Ashford, Teacher John Huffman, Parent
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Agenda Approval

Motion to accept: K. Rowland, second by P. Branam
Motion was approved by consensus.

Minutes Approval

December minutes were reviewed by the council.

Motion to accept: Dr. Eka, second by K. Rowland
Motion was approved by consensus.

Good News Report

- Taylor Curtsinger was selected as the “Superior Titan” by the faculty and was recognized at the January board meeting.
- Graham Heasley was selected as the “Teacher of the Month” by the student body.
- Emily Curtsinger was selected to the KMEA All-State Band.
- The Lady Titans basketball team won the 2A Sectional championship and advanced to the final four of the 2A State tournament in Owensboro.
- Teigh Yeast, Lindsey Jessie, and Sara Dunn were named to the 2A Sectional All-Tournament team.
- Anna Kate Drakeford was named the MVP of the 2A Sectional tournament.
- Teigh Yeast and Anna Kate Drakeford were named to the 2A State All-Tournament team.
- Anna Kate Drakeford scored her 1000th career point in girls basketball.
- Kamron Maddox took home 2nd place high school male (295/300) and Matthew Devine placed 3rd high school male (287/300) at the Titans Archery home match on January 7th.
- Paige Bedard took home 2nd place high school female (285/300) and Kamron Maddox placed 3rd high school male (285/300) for the Titans Archery team at Boyle County on January 14th.

- The Archery team placed 1st at the Nelson County competition on January 21st with a season high score of 3319. Troy Diaz-Ward (291/300) placed 3rd and Kamron Maddox (289/300) placed 4th high school male.
- The Academic team finished 2nd in the District Governor's Cup competition.
- Governor's Cup individual results:
 - Future Problem Solving - 2nd place (Sydney Putnam, Sage Markham, Carter Wilson, Raegan Daniels)
 - Composition - Raegan Daniels - 1st Place
 - Language Arts - Emily Curtsinger - 4th place
 - Math - Tharun Ekambaram - 3rd place
 - Science - Sydney Putnam - 1st place
 - Social Studies - Mason Kirkland - 5th place
 - Arts and Humanities - Savannah Merriman - 1st place
 - Emily Curtsinger - 3rd place
 - Grayson Guerra - 4th place
- MCSHS Dance team finished 1st place in the Pom division and 2nd place in the Hip-Hop division at their competition in Somerset on January 21st.

Monthly Reports

Behavior:

- PBIS data and charts were presented (see SBDM packet). Data shows 522 total referrals (295 major referrals and 227 minor referrals) from the start of school through 1/19/23. 9th grade had 201 referrals, 10th grade had 202 referrals, 11th grade had 48 referrals, and 12th grade had 71 referrals.

Academic:

- JR ACT took place on Dec 10th. We had 66 of 103 students meet postsecondary readiness benchmark in at least 1 area. The composite ACT score of this testing sessions was 19.2
- Winter round of CERT testing was completed on January 10th and 11th. Students have been working in examroom to complete test reviews on questions they missed.

Budget:

- Section 6 - \$57,441.85
- District Activity Accounts - \$382,813.43
- Student Activity Accounts - \$19,940.09

Staffing Update

- We have 2 unfilled Positions:
 - - Media Specialist. Mr. Tatum reported that there are no applications and we are currently operating with a long term sub. Marianne Davis is the new long term sub for this position.

Old Business

None

New Business

- Family Resource Center Update - Mrs. Pike gave her annual presentation to SBDM on the status of the MCSHS FRYSC. Items she presented included:

Assisted with Open House
Devine Carama Guest Speaker
No Strings Attached shoe program
Advisory Council
Book Club
Kindness Club
Vaping Cessation Classes
InterAgency Council
ASAP Board
Rachel's Challenge with GEER grant
Assist with college fair
"Getting Ahead in a Just Getting By World" for parents
"Getting The Job You Really Want" at Central
Bullying and Suicide in Schools for Miranda Goodlett's class
Elvis presentation for History of Rock and Roll class
Backpack program
Scott Harvey, speaker about dangers of social media
Red Ribbon Week
Assist with Veteran's Day
Assist with Senior Parent's Night
FAFSA incentives
PBIS Swis intake
Wednesdays at Central
Kindness club journal Give A Way
Assisted with Academic Breakfast
16 th Birthday Cards
Thanksgiving Food Boxes
Christmas Food Boxes
Student group counseling in January
Incentives for Scholarship Shop
Family University
Caps and Gowns for students
Cosmetology Camp at Campbellsville in June
CPR Certification for students

- The Credit Recovery Program at MCSHS was discussed and Mr. Tatum presented to council a document that outlines the format for how MCSHS will begin handling credit recovery starting with the 2023-24 SY. There were no objections from the council. (see SBDM packet for the document)
- The 2023-34 SY Course Description Book was presented to council members.
Motion to accept: Dr. Eka, seconded by: K. Rowland

Policy Reviews:

Program Appraisal: (2nd Reading)

- No Changes

Motion to accept: K. Rowland, seconded by: Dr. Eka

Schedule of the School Day: (2nd Reading)

- No Changes

Motion to accept: P. Branham, *seconded by:* Dr. Eka

School Space Policy: (2nd Reading)

- No Changes

Motion to accept: K. Rowland, *seconded by:* Dr. Eka

Student Assignment Policy: (2nd Reading)

- No Changes

Motion to accept: P. Branham, *seconded by:* Dr. Eka

Enhancing Student Achievement Policy: (1st Reading)

- No Changes

Motion to accept: K. Rowland, *seconded by:* Dr. Eka

Staff Time Assignment Policy Review: (1st Reading)

- No Changes

Motion to accept: K. Rowland, *seconded by:* Dr. Eka

Consultation Policy: (Policy Review)

- Remove the last bullet
- Change 5th bullet to include “SBDM” will convene on any certified hire to approve the hire. This may include text/email.

Discipline and Classroom Management Policy: (Policy Review)

- In the second set of bullets, change the 2nd bullet acronym “MERCER” to “MCSH”
- Need to include a blanket statement that we follow all District Code of Conduct and School Student Handbook procedures involving bullying and harassment.

Upcoming dates/events:

January 23	SBDM
January 25	Club Day
January 26	Scholarship Shoppe 10:00 am
January 28	Winter Homecoming Dance 8:00 pm
February 9	Titans on Track - Scheduling Night 6:00 pm
February 11	ACT
February 20	President's Day - No School
February 21	Board meeting 5:30 pm
February 22	Club Day
February 22	Blood Drive
February 24	Talent Show 7:00 pm

February 27	SBDM 4:00 pm
March 7	11th Grade ACT
March 17	Staff Professional Day - No School
March 20	SBDM 4:00 pm
March 20-31	End of Program Testing window
March 21	Board meeting 5:30 pm
April 3-7	Spring Break
April 11-12	CERT Testing
April 15	ACT
April 17	SBDM 4:00 pm
April 18	Board meeting 5:30 pm
April 19	Blood Drive
April 26	Club Day
April 29	Prom 8:00 pm
May 15	SBDM 4:00 pm
May 16	Board meeting 5:30 pm

The list was reviewed and Mr. Tatum will continue to share dates with the staff weekly.

Public Comments

None

The next regular monthly meeting will be February 27th at 4:00 p.m in the MCSHS conference room. The SBDM council was adjourned at 5:45 p.m. The motion was made by K. Rowland and seconded by P. Branham. Motion was approved by consensus.

Submitted by Mike Floro, recording secretary

Good News Report – February 27, 2023

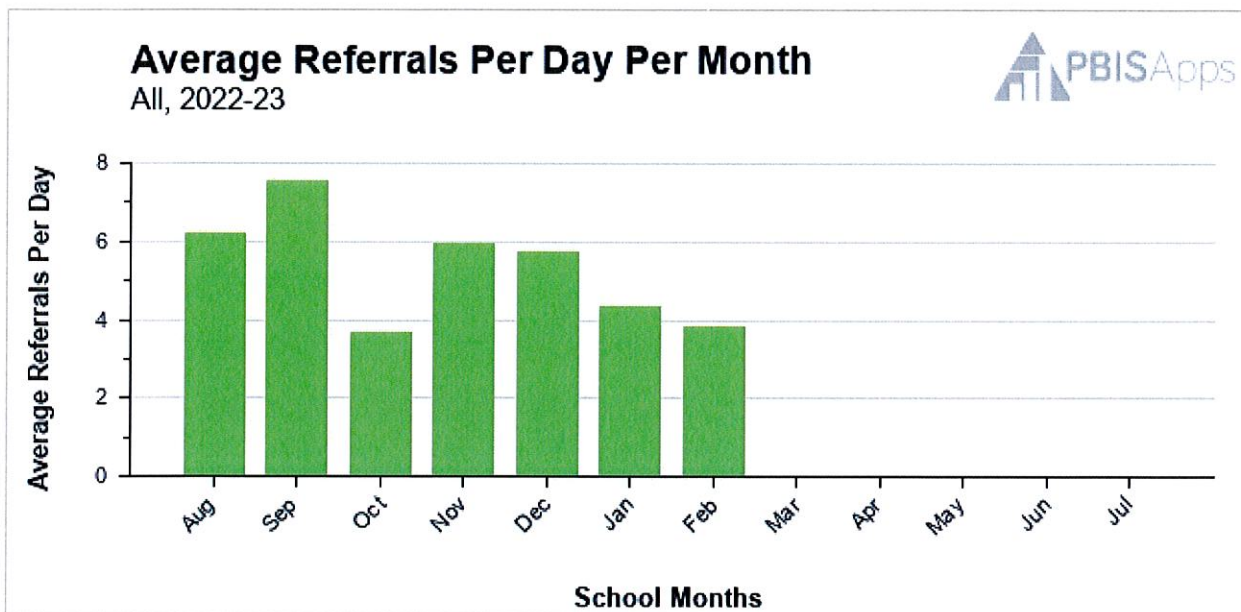
- Raegan Daniels was selected as the “Superior Titan” by the faculty and was recognized at the January board meeting.
- Christina Emmanuel was selected as the “Teacher of the Month” by the student body.
- Madisynn Griffin and Tytus Weldon were selected as the Winter Homecoming Queen and King.
- Katelyn Goodlett and Norah Martin won first place in the Region 15 FCCLA STAR Event competition. They will advance to the state competition in March.
- We had a great turnout for our “Titans on Track” scheduling night for parents and students.
- Lolita Short was the guest speaker at our Black History assembly on February 17th and we had several wonderful student performances as well during the event.
- Jai Maria Piazza signed to run track at Kentucky Wesleyan.
- The Lady Titans basketball team won the 46th District championship for the 15th year in a row and will advance to the 12th Region tournament.
- Anna Drakeford, Lindsey Jessie, and Teigh Yeast were named to the 46th District All-Tournament team.
- Anna Drakeford and Teigh Yeast were named to the regular season 2nd team All-Region team.
- Timberlynn Yeast became the only Lady Titan to ever record 2000+ points and 1000 rebounds in her career.
- Timberlynn Yeast was chosen as the KABC 12th Region “Player of the Year” and will be a candidate for Miss Basketball.


Mercer County Senior High School

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School Summary
 2022-23

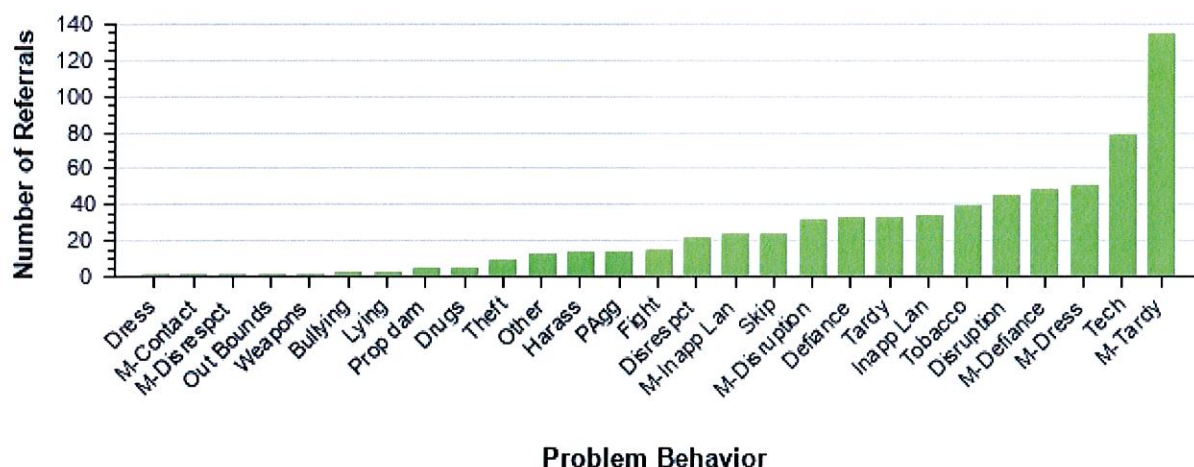
Outcome: All Referrals



Data Table				
Year	Month	Days Count	Referral Count	ODR/School Day
2022	August	16	99	6.19
2022	September	21	158	7.52
2022	October	21	77	3.67
2022	November	19	113	5.95
2022	December	12	69	5.75
2023	January	19	82	4.32
2023	February	19	73	3.84
2023	March	23	0	0.00
2023	April	15	0	0.00
2023	May	15	0	0.00
2023	June	0	0	0.00
2023	July	0	0	0.00
Totals:		180	671	3.10

Referrals by Problem Behavior

All, Aug 1, 2022 - Jul 31, 2023

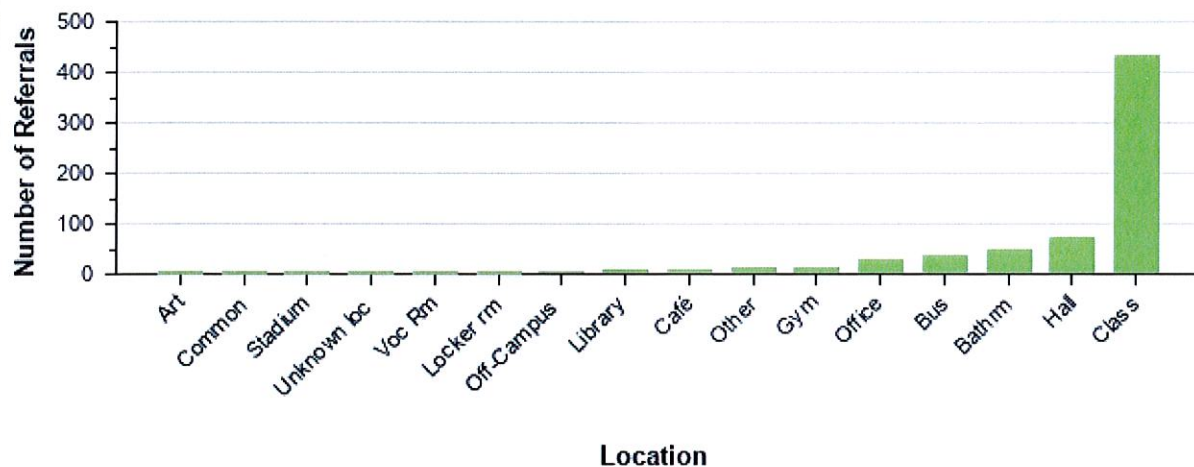


Data Table

Problem Behavior	Frequency	Proportion	Additional Frequency
Dress Code Violation	1	0.15%	0
Minor - Physical Contact/Physical Aggression	1	0.15%	0
Minor - Disrespect	1	0.15%	0
Inappropriate Location/Out of Bounds Area	1	0.15%	0
Use/Possession of Weapons	1	0.15%	0
Bullying	2	0.30%	0
Lying/Cheating	2	0.30%	0
Property Damage/Vandalism	4	0.60%	0
Use/Possession of Drugs	5	0.75%	0
Forgery/Theft/Plagiarism	9	1.34%	0
Other Behavior	12	1.79%	0
Harassment	13	1.94%	0
Physical Aggression	14	2.09%	0
Fighting	15	2.24%	0
Disrespect	21	3.13%	0
Minor - Inappropriate Language	23	3.43%	0
Skip class	23	3.43%	0
Minor - Disruption	31	4.62%	0
Defiance/Insubordination/Non-Compliance	32	4.77%	0
Tardy	32	4.77%	0
Abusive Language/Inappropriate Language/Profanity	34	5.07%	0
Use/Possession of Tobacco	39	5.81%	0
Disruption	45	6.71%	0
Minor - Defiance/Insubordination/Non-compliance	48	7.15%	0
Minor - Dress Code Violation	50	7.45%	0
Technology Violation	78	11.62%	0
Minor - Tardy	134	19.97%	0
Totals:	671	100%	0

Referrals by Location

All, Aug 1, 2022 - Jul 31, 2023

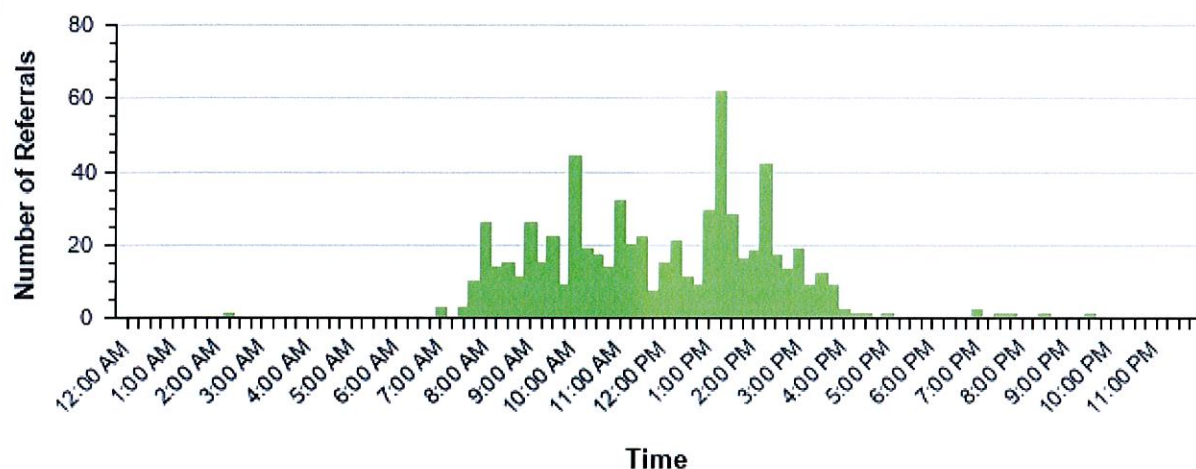


Data Table

Location	Frequency	Proportion
Art Room	1	0.15%
Commons/Common Area	1	0.15%
Stadium	1	0.15%
Unknown Location	1	0.15%
Vocational Room	1	0.15%
Locker Room	2	0.30%
Off-Campus	3	0.45%
Library	8	1.19%
Cafeteria	10	1.49%
Other Location	12	1.79%
Gym	14	2.09%
Office	28	4.17%
Bus	38	5.66%
Bathroom/Restroom	47	7.00%
Hallway/Breezeway	72	10.73%
Classroom	432	64.38%
Totals:	671	100%

Referrals by Time

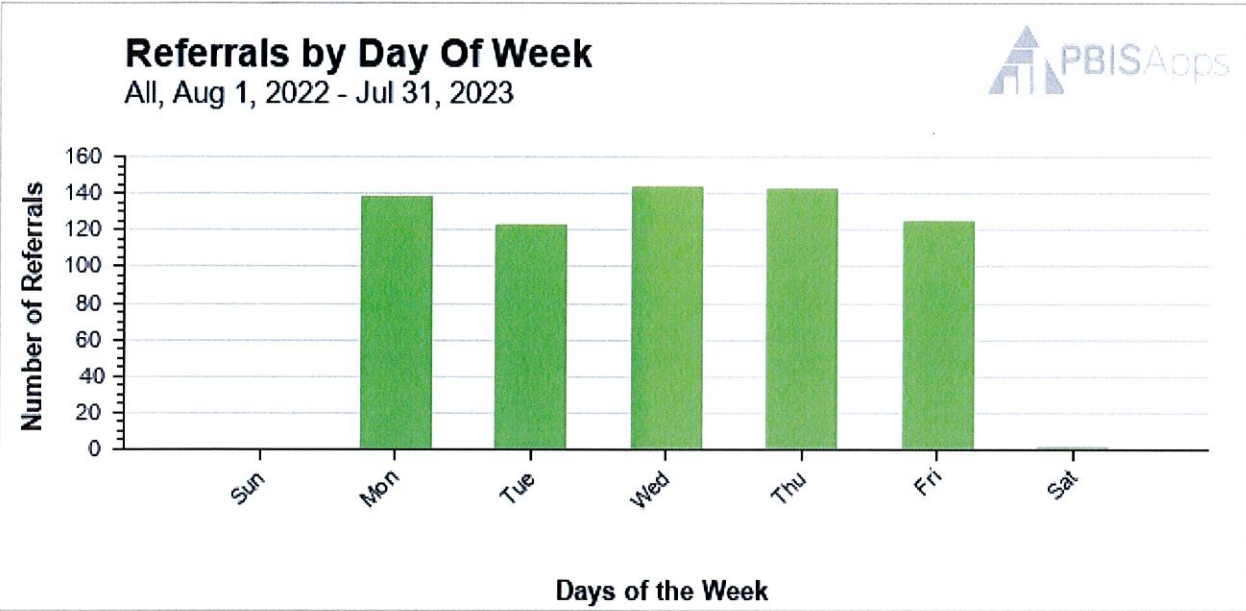
All, Aug 1, 2022 - Jul 31, 2023



Data Table

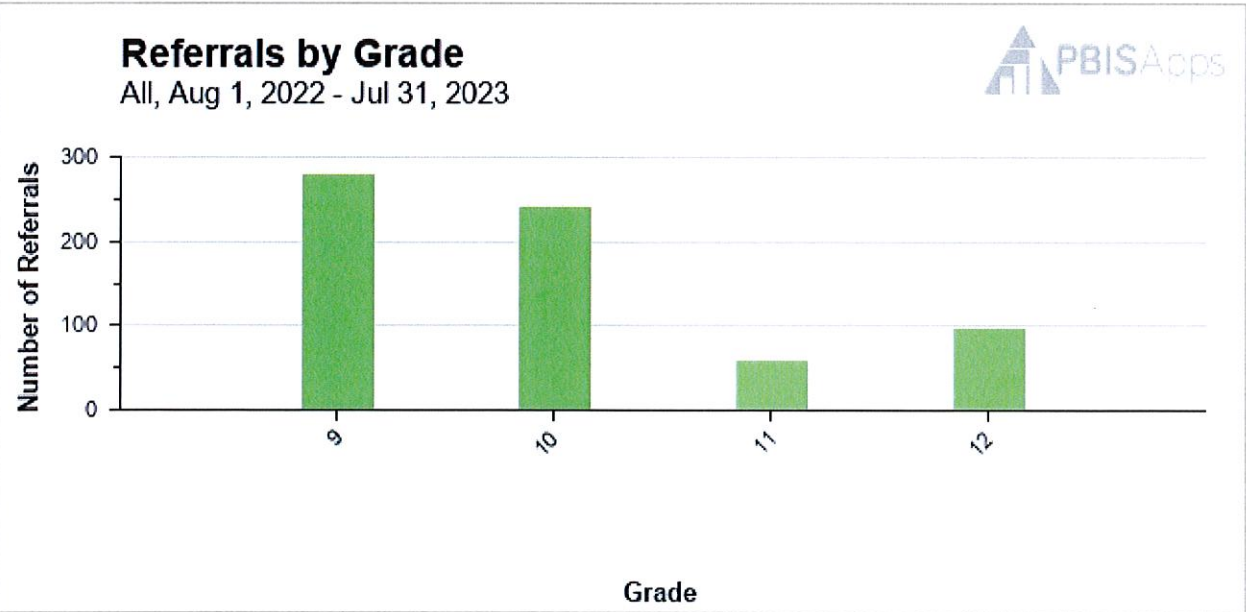
Time	Frequency	Proportion
12:00 AM	0	0.00%
12:15 AM	0	0.00%
12:30 AM	0	0.00%
12:45 AM	0	0.00%
1:00 AM	0	0.00%
1:15 AM	0	0.00%
1:30 AM	0	0.00%
1:45 AM	0	0.00%
2:00 AM	0	0.00%
2:15 AM	1	0.15%
2:30 AM	0	0.00%
2:45 AM	0	0.00%
3:00 AM	0	0.00%
3:15 AM	0	0.00%
3:30 AM	0	0.00%
3:45 AM	0	0.00%
4:00 AM	0	0.00%
4:15 AM	0	0.00%
4:30 AM	0	0.00%
4:45 AM	0	0.00%
5:00 AM	0	0.00%
5:15 AM	0	0.00%
5:30 AM	0	0.00%
5:45 AM	0	0.00%
6:00 AM	0	0.00%
6:15 AM	0	0.00%
6:30 AM	0	0.00%
6:45 AM	0	0.00%
7:00 AM	3	0.45%
7:15 AM	0	0.00%
7:30 AM	3	0.45%
7:45 AM	10	1.49%
8:00 AM	26	3.87%
8:15 AM	14	2.09%
8:30 AM	15	2.24%
Totals:	671	100%

2120803995	13	2.81%
2120053669	15	3.24%
2120189957	16	3.46%
2120168105	17	3.67%
Totals:	463	100%



Data Table

Day	Frequency	Proportion
Sunday	0	0.00%
Monday	138	20.57%
Tuesday	122	18.18%
Wednesday	143	21.31%
Thursday	142	21.16%
Friday	125	18.63%
Saturday	1	0.15%
Totals:	671	100%



Totals:	671	100%
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Data Table

Grade	Frequency	Proportion
Pre K-A	0	0.00%
Pre K-B	0	0.00%
Pre K	0	0.00%
K	0	0.00%
1	0	0.00%
2	0	0.00%
3	0	0.00%
4	0	0.00%
5	0	0.00%
6	0	0.00%
7	0	0.00%
8	0	0.00%
9	279	41.58%
10	239	35.62%
11	58	8.64%
12	95	14.16%
Post 12	0	0.00%
Totals:	671	100%

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SWIS Suite
www.pbisapps.org

Section 6 Accounts	2022-23 Budget	Balance as of February 24, 2023
Other Certified	250	-140.00
Certified Substitute Salary	400	-230
Employer Medicare Contribution	25	10.65
KTRS Employer Contribution	25	-5.6
KSBA Unemployment Insurance	15	14.05
Registration Fees	9,000	6,628.38
Other Professional Services	500	7.05
Copier Rental	15,000	0.00
Postage & PO Box Rental	3,500	797.42
Telephone	1,750	190
Travel	2,244	-645
General Supplies	40,000.00	4,852.02
General Supplies (Library)	2500	369.81
Food Non Instructional Non Food Service	100	-62.24
Library Books (Library)	2,000	1,205.76
Periodicals (Library)	1,000	1,000.00
Supplementary Books/Study Guides	100	72.02
Textbooks	500	500.00
Audiovisual Materials (Library)	1,250	1,205.05
Reference Materials	250	250
Computer Related Supplies	7,500	4,511
Health Supplies	1,000	648.1
Equipment Supplies	500	500
Other Supplies & Materials	4000	25
Tech Related Hardware	500	500.00
Tech Software	500	500.00
Dues & Fees	2,000	229.96
Instructional Field Trips		-432
Other Miscellaneous	17,509	10,191
Food Instructional Non Food Service		-471.04
General Supplies (School supplies)	24,179	9,194.59
General Supplies (Custodial)	20,000	-28.10
TOTAL	158,603.56	41,413.58

District Activity Accounts @ Central Office	Balance as of February 24, 2023
Blood Center Scholarship	275.00
Destitute Senior	312.36
Class of 2023	8,124.32
Driver's Education	11,700.00
General Fund	24,629.77
Ag Shop	8,040.51
AP Exam	3,193.74
Art	260.15
Band	1,231.21
Chorus	268.66
Drama	12,630.63
English	7.65
Class of 2024	4400
Foods	0
Foreign Language	579.21
Horticulture	58,955.82
Library Book Fair	672.52
Class of 2025	3,189.91
Yearbook	5,338.85
Pictures	699.70
Senior Trip	55.93
Special Education	252.42
Summer School	11,287.80
Technology	1911.89
Class of 2026	3,623.19
Textbooks	9,730.01
College Tech Educational	1,153.83
Staff Fund	568.22
Col. Chinn Scholarship	500.00
Alvis Johnson Scholarship	2,190.00
School Store	140.35
General Athletics	49,669.83
Archery	2,641.80
Baseball	303.89
Boys Basketball	409.88
Girls Basketball	1,791.64
Cheerleading	2,190.13
Cross Country	1,066.13
Dance	2,158.12
Football	0.00
Football Bowl Game	27,912.45
Football Capital	0.00
Football Supplemental	10,188.21
Golf	3,368.20
Boys Soccer	511.28
Girls Soccer	5,724.66
Softball	2,540.74
Boys Tennis	2,827.93
Girls Tennis	3,515.85
Track	1,920.02
Volleyball	-70.59
Bass Fishing	3,819.80
Heart of the Bluegrass	8,163.28
Athletics Supplemental	2,968.78
Gate Receipts	59,245.29
Athletic Training	389.48
TOTAL	369,180.45

<i>Student Activity Accounts @ Central Office</i>	<i>Balance as of February 24, 2023</i>
Thirst Club	24
KYA/KUNA	-2292.01
Fellowship of Christian Athletes	852.26
Republican Club	111
Unity Club	206.01
FCCLA	2,829.40
Engineering Club	674
Educator Rising	76.81
National Honor Society	830.83
Spanish Club	1,046.04
Student Council	1201.05
Key Club	65.71
Film Club	121.31
Envirothon Team	75.03
Book Club	471.37
Beta Scholarship	170
Academic Team	371.7
Band	1,253.92
Project Graduation	100.00
DECA Club	113.08
Board Game Club	328.46
Field Trips	91.28
Beta Club	1,158.87
FFA	22,713.70
School Store	202
Student Vending	674.08
Pep Club	841.5
Weightlifting	1164.79
Chess Club	676.55
<i>TOTAL</i>	<i>36,152.74</i>

Mercer County Schools Preliminary SBDM Allocations 2023-24

MERCER SENIOR HIGH	Grades 9-12	Proj ADM 2023-24	Act ADM 2023-24	Cap Size	Allocation	Current Staffing	Allocation vs. Current Staffing
Cap Size Staffing							
	Grade 9	211		31	6.81		
	Grade 10	212		31	6.84		
	Grade 11	179		31	5.77		
	Grade 12	164		31	5.29		
	TOTAL	766	-		24.71		
Supplemental Allocation	Grade 9-12 Membership/51 Principal				15.02 1.00		
TOTAL CERTIFIED					41	45	-4
Classified Allocation							
Custodial	1 for 20,000 sq ft		121,850		6.1	6.36	0
Management Support	(.076XCS)+(.001XSE)	CS = Certified Staff; SE = Student Enrollment			4	4	0
TOTAL CLASSIFIED					10.1	10.36	0
Section 6 Allocation	Percentage based off ADA at 2/14/23	Per Pupil	Allocations				
		725.28	\$139.33	\$101,053			
Section 7 Restricted Funds:							
Custodial Supplies		725.28	\$16.00	\$11,604			
Student School Supplies		725.28	\$25.00	\$18,132			
TOTAL SBDM Allocation				\$130,790		2022-23 Funding \$131,994	Difference (\$1,204)

ENHANCING STUDENT ACHIEVEMENT POLICY

The Kentucky Learning Goals are the following:

- Students are able to apply basic communications and mathematics skills in situations similar to what they will experience in life.
- Students shall develop their abilities to apply core concepts and principles from science, mathematics, social studies, arts and humanities, practical living studies, and vocational studies to what they will encounter in life.
- Students shall develop their abilities to become self-sufficient individuals.
- Students shall develop their ability to become responsible members of a family, work group, or community.
- Students shall develop their ability to solve problems both in school and in a variety of situations similar to what they will encounter in life.
- Students shall develop their abilities to connect and integrate knowledge from all disciplines into their own knowledge bases.

The mission statement of Mercer County Senior High School is:

Preparing every student to successfully compete in every endeavor, at every level, and in every stage of life.

In order to accomplish Kentucky's Learning Goals and to help carry out our school's mission, Mercer County Senior High School will:

- Develop SBDM policies that contribute directly or indirectly to furthering these goals and/or accomplishing this mission thus enhancing students achievement by improving teaching and learning at our school.
- Complete an annual needs assessment including but not limited to analyzing student performance on the state assessment.
- Revise annually our school improvement plan to address identified needs. The School-Based Decision Making Council shall be responsible for adopting this plan and conducting implementation and Impact Checks to monitor the plan.

POLICY EVALUATION

This policy will be evaluated by the MCSHS MTSS instructional team in the fall of every new year. Recommendations (if any) for revisions will be presented in writing to the council for consideration and adoption. Recommendations should be made as soon as possible in the school year but no later than the January council meeting.

Approved: _____ Chairperson: _____

STAFF TIME ASSIGNMENT

The principal (or principal designee) shall assign staff members time in a manner that:

- fully supports implementation of our student assignment policy.
- takes into account staff members' requests regarding course assignments.
- respects state certification requirements and the parameters of district job classifications.
- addresses the supervision of students.

Assignments Based on Criteria

To complete assignments, the principal or principal's designee shall:

- In April, discuss with current staff members their preference for continuing or changing assignments for the next year.
- In May, assign staff members based on the criteria above.
- In June, notify the Council of how each returning staff member has been assigned.
- In July, notify the new Council of staff assignments.

Altering Assignments

After making assignments, the principal or principal's designee may alter the assignments to respond to unanticipated enrollment, staffing changes or policy changes.

Evaluation

Our CSIP process includes a regular cycle of reviewing data on student performance. The analysis of this data may determine and impact staff assignments.

CONSULTATION POLICY

For each vacancy that occurs at our school, the Council will appoint an ad hoc Interview Committee of no more than five people. The Interview Committee membership will include the Principal, at least one parent and at least one certified staff member who will work directly with the person to be hired. No more than three Council Members (including the Principal) may serve on any Interview Committee. The following process will then be followed:

- Within two weeks of their appointment, the Interview Committee will meet in OPEN SESSION(S) to:
 - 1) Develop a set of criteria for a strong candidate. These criteria shall not discriminate based on race, ethnicity, gender, marriage or family status, religion, political affiliation, disability, or age.
 - 2) Use the criteria they have developed to write standard interview questions that fit those criteria. These questions will be asked of all candidates.
 - 3) Decide on methods to use to gather information about the candidates. The methods will include (but not be limited to) some or all of the following: reviewing applications and resumes, in-person interviews, references, written interviews, portfolios, and performance events (written responses to a hypothetical work related challenge).
- As soon as possible after reviewing a list of applicants and finishing the procedures in number 1 above, the Interview Committee will meet in CLOSED SESSION (S) to:
 - 1) Review all applications and written references and select applicants to interview
 - 2) Determine if information in the written application or resumes point to any specialized questions that should be asked of a particular applicant and to develop those questions if they are necessary.
- Within a week of the Interview Committee's selection of candidates to interview, the Principal (or designee) will schedule an interview with each selected applicant at a time when all Interview Committee members can attend and call special meetings of the Interview Committee for each of those interview times.
- Each interview will occur in a CLOSED SESSION of the Interview Committee in which they will:
 - 1) Ask all the standardized questions in the same order of each candidate.
 - 2) Ask any specialized question after that.
 - 3) Ask any follow-up questions after that.
- Within a week after all interviews are complete, the Interview Committee will meet in CLOSED SESSION to discuss how well each applicant meets the criteria, offer comments on the contributions each could make, and provide any additional input requested by the Principal. The Principal will then have consultation with the Council regarding the interviews. This consultation process could be in-person or through a conference call if not all members are available to be present for an in-person meeting. After considering the Interview Committee's comments and consultation with the Council, the Principal will select the person he/she believes will contribute most to the success of the school's students and notify the superintendent and Council of his/her choice. The superintendent will complete the hiring process.
- If necessary, the Principal may review additional applicants and repeat steps 2 through 6 above.

Approved: _____ Chairperson: _____

DISCIPLINE AND CLASSROOM MANAGEMENT POLICY

Our school follows the Mercer County School District Code of Conduct.

In August, the principal (or principal designee) will:

- Provide each student with a copy of the Code of Conduct.
- Require each student to return a signed acceptance from his/her parent showing that the parents have seen and reviewed the Code.
- Follow-up as needed with any family whose student has not returned the signed acceptance, or assign other staff members to do so.

As students transfer to our school during the year, the principal (or principal designee) will follow the steps above for those students.

The faculty and principal shall implement the local school district code of acceptable student behavior and discipline. Copies of the local district code shall be distributed to all staff prior to the beginning of each school year and to all parents upon enrollment of their child each year using the student handbook. The school council shall automatically adopt any subsequent amendments to the code by the local board of education. This school council policy shall also be consistent with the School Safety Plan and the applicable indicator from the Standards and Indicators for School Improvement.

The school shall consider discipline and classroom management as a means of causing acceptable behavior or as a means of changing unacceptable behavior. The school council shall approve only those discipline and classroom management provisions that are consistent with this philosophy. The students will adhere to the standards set forth in the MCSHS student handbook, which will include addressing bullying/harassment that aligns with district policies. The district code of conduct/school handbook will address student, parent, teacher, counselor, and principal responsibilities regarding discipline and school safety.

Every teacher will:

- Establish specific standards of conduct for his/her own classroom and post them in their room.
- Teach the MCSH expectations to all students and go over them again after all extended breaks.
- Teach those standards to students during their first two weeks in that room.
- Explain the standards to students who join the class after the first two weeks are over.

Our school will maintain an up-to-date school safety plan under the guidance of the District Safe Schools Coordinator and MCSHS administration. This plan will address issues identified by our stakeholders and issues required by law.

Our Council will review the implementation and impact status of the school handbook/code of conduct twice a year, on a schedule established at the first Council meeting each year. Each check will include:

- Reviewing overall trends in student disciplinary referrals and consequences.
- Reviewing trends disaggregated by gender, race, disability and participation in free and reduced price lunch.
- Reviewing the status of each activity that should be started or completed by this time.
- Identifying any adjustments needed in the plan to ensure full progress toward the school's goal.

We will review our safety plan during the school year.

Approved: _____ Chairperson: _____

INSTRUCTIONAL PRACTICES POLICY

Instructional practices used in the classroom will be based on quality research and evidence.

The three characteristics guide the following work:

- council, administration, and department planning of specific expectations
- teacher/staff planning and implementation of instructional practices
- discussions of issues regarding instructional practices

1. Positive Learning Culture

- an environment of respect and rapport; teacher-student and student-student
- belief in the ability of every student to learn and achieve
- dedication to the learning opportunities and support needed for each student to learn

2. Understanding of the Science of Learning

- recognition and response to individual needs, interests, and cultural heritage
- activities, lessons, and assessments are congruent with the Kentucky Academic Standards
- student understanding of the expectations for learning
- students are actively and intellectually engaged in learning
- teachers and students use questioning and discussion techniques
- monitoring of student learning with formative assessment and self-assessment
- feedback provided to students along with multiple opportunities to learn

3. Communication with Families

- information about the instructional program and ways to be engaged
- information about the child's strengths and areas for growth

Approved: _____ Chairperson: _____

TECHNOLOGY USE POLICY

TECHNOLOGY USE NEEDS ASSESSMENT

Our improvement planning process will include:

- an analysis of our state assessment data and other school data as necessary to discover the extent to which our students are meeting state standards.
- systematic work to discover and correct the causes of barriers to high performance by all students and the movement of students toward our goals.
- a complete and clear data-based improvement plan that sets goals and addresses causes to help move our students closer to state standards according to the timetable established by the Kentucky Board of Education.
- ongoing monitoring and evaluation of the implementation and impact of our improvement plan.

We will implement this process, including a review of technology use and barriers to use, through our needs assessments and our implementation and impact checks.

ACCEPTABLE USE

When students enter grades 9 through 12 for the first time in high school, they will be required to sign and date the Mercer County School District Acceptable Use Policy (Appendix A) in order to have access to school computers. This policy is Attachment D and considered part of this Technology Use Policy approved by the council. This document will be reviewed annually with students at the start of each year during orientation and handbook review.

POLICY EVALUATION

This policy as well as the student Acceptable Use Policy will be evaluated by the Leadership Team in the fall of every new school year. Recommendations (if any) for revisions of either this policy and/or the Acceptable Use Policy will be presented in writing to the council for consideration and adoption. Recommendations should be made as soon as possible in the school year but no later than the January council meeting.

Approved: _____ Chairperson: _____

Upcoming Dates

February 27	SBDM 4:00 pm
March 7	11th Grade ACT
March 11	Sock Hop 8:00 pm
March 17	Staff Professional Day - No School
March 20	SBDM 4:00 pm
March 20-31	End of Program Testing window
March 21	Board meeting 5:30 pm
March 23	Band KMEA performance @ ECU
March 29	Club Day
April 3-7	Spring Break
April 11-12	CERT Testing
April 15	ACT
April 17	SBDM 4:00 pm
April 18	Board meeting 5:30 pm
April 19	Blood Drive
April 26	Club Day
April 29	Prom - "Masquerade on Main" 8:00 pm
May 5-11	AP Testing window
May 15	SBDM 4:00 pm
May 16	Board meeting 5:30 pm
June 10	ACT
June 12	SBDM 4:00 pm
June 20	Board meeting 5:30 pm
June 25-July 9	KHSAA Dead Period