

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

**May 15, 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
- April Minutes
- Good News Report

Behavior/PBIS Report

Academic Progress Check

Budget Report

New Business

- SBDM Election results 2023-24
- Job postings update
- Bell Schedule 2023-24
- Emergency Management Plan 2023-24
- Committee policy 1st reading
- Extra-Curricular Programs policy 1st reading
- Principal Selection - Consultation policy review
- Curriculum policy review
- Upcoming dates/events

Public Comment

Set time & date for next meeting

Adjourn

***Mercer County Senior High
SBDM Council
Regular Monthly Meeting
April 17th, 2023 – Draft Minutes***

The meeting was called to order by Mr. Tatum at 4:05 p.m. in the Conference Room. The following members of the council were in attendance:

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

Motion to accept: K. Rowland, second by J. Huffman
Motion was approved by consensus.

Minutes Approval

March minutes, 3/27 Special Called Minutes, and 3/29 Special Called Minutes were reviewed by the council.

Motion to accept: K. Rowland, second by A. Ashford.
Motion was approved by consensus.

Good News Report

- Dr. Eka was chosen as a Campbellsville University “Excellence in Teaching” award winner.
- Emily Chunglo won the Extemporaneous Speech contest for the Bluegrass FFA region. She will advance to the state competition in June.
- Emily Chunglo has been selected as the 2023-24 Bluegrass Region FFA Secretary.
- Aiden Matthews has been selected to serve as the President for Region 15 FCCLA for the 2023-24 school year.
- The band received straight Distinguished ratings at the KMEA Concert Festival in Richmond.
- Adriana Polhemus was selected as one of 40 participants statewide to attend the 2023 GEAR UP Kentucky Summer Academy at Morehead State University.
- Katie Lewis, Sam Lewis, Alena Trent, Mason Kirkland, and Anna Davis were selected as Governor’s Scholars.
- Kate Carlton has been selected for the Governor’s School for Entrepreneurs.
- Kylie Mobley and Presley Boyne have been selected for Governor’s School for the Arts in Drama.
- Sydney Putnam has been selected to attend the Gatton Academy at Western Kentucky University for the next two years.

- Sydney Putnam has been selected to attend the YMCA Conference on National Affairs this summer in North Carolina.
- The cheerleading squad was chosen as the Cheer Elite - Best of the Best 1st place and Series Champion.
- The boys Archery team will be competing in the KHSAA State Tournament on April 18th in Bowling Green.
- Caleb Revel signed to join the Archery team at Midway University.
- Spring Sports (Baseball, Softball, Tennis, Track and Field) are midway through their seasons.

Monthly Reports

Behavior:

- PBIS data and charts were presented (see SBDM packet). Like last month, this data did not include “minor” referrals - only “majors”. Data shows 449 major referrals from the start of school through 4/13/23. 9th grade had 160 referrals, 10th grade had 159 referrals, 11th grade had 44 referrals, and 12th grade had 86 referrals.

Academic:

- KSA Testing will be May 8th through May 12th
- JR ACT Composite Score of 18.7
- EOP Results came in on Monday 4/17. Mr. Floro and Mr. Rowland are analyzing that data this week.

Budget:

- Section 6 - \$15,077.69
- District Activity Accounts - \$288,387.05
- Student Activity Accounts - \$20,918.64
 - Discussion was had about do certain clubs/organizations (like FFA or anything Dr. Eka is affiliated with) have to pay the \$0.50 per mile fee associated with the school vehicles. Mr. Tatum said he would check on that issue and travel costs for the 23-24 SY and get back to council on the matter.

Old Business

None

New Business

- SBDM Budget
 - Mr. Tatum presented the new MCSHS SBDM Budget for the 2023-24 SY.
 - *Motion to accept:* J. Huffman, seconded by A. Ashford
 Motion was approved by consensus
- SBDM Elections
 - Mr. Tatum discussed with council that it was time to start the process for the new 23-24 SY MCSHS SBDM Teacher and Parent Elections. Mr. Tatum told council that there would be 3 teachers and 2 parents elected. He reminded council that out of those 5

members, I must be a minority representative. Mr. Tatum said he'd like to have these elections concluded by our May SBDM meeting. This would ensure that incoming council members would have adequate time to take the required KASC trainings/updates.

- Miranda Goodlett was selected to conduct the teacher elections for the 23-24 SY
- Judy King was selected to conduct the parent elections for the 23-24 SY

Policy Reviews:

Instructional Practices (2nd Reading)

- No Changes
Motion to accept: A. Ashford, seconded by J. Huffman
Motion was approved by consensus

Technology Use Policy (1st Reading)

- No Changes
Motion to accept: K. Rowland, seconded by A. Ashford
Motion was approved by consensus

Committee Policy (Policy Review)

- No Changes from SBDM. Mr. Tatum said KASC recommended no changes.

Extra Curricular Program Policy (Policy Review)

- Mr. Tatum told council this policy was a new policy for MCSHS and it was written from KASC policy.
- Take out "set in law" - it was written twice. .

Upcoming dates/events:

April 17	SBDM 4:00 pm
April 19	Blood Drive
April 21	Drama - "Grease" 7:00 pm
April 22	Drama - "Grease" 2:00 pm, 7:00 pm
April 23	Drama - "Grease" 2:00 pm
April 25	Board meeting 5:30 pm
April 26	Club Day
April 29	Prom - "Masquerade on Main" 8:00 pm
May 2	8th Grade Tours
May 5-11	AP Testing window
May 11	Spring Band concert 7:00 pm
May 8-12	KSA Testing window
May 8-12	Staff Appreciation week
May 13	Band Car Show 9:00am - 2:00pm
May 15	SBDM 4:00 pm

May 15-16	Senior Finals
May 16	Board meeting 5:30 pm
May 17	Senior Trip - Kings Island
May 18	Senior grades due
May 18	FFA Banquet 6:00 pm
May 19	Underclassmen Awards program 8:15 am
May 19-23	Underclassmen Finals
May 21	Baccalaureate - Carpenter's Christian Church 3:00 pm
May 22	Senior Awards program 9:00 am
May 22	Senior Picnic @ "The ROC" 11:00 am
May 23	Last day of school - 12:45 pm dismissal
May 23	Graduation practice and "Senior Walk" 8:30 am
May 24	Staff Work day
May 25	Closing Day
May 27	Graduation - MCSHS Gymnasium 2:00 pm
May 27	Project Graduation - Malibu Jack's (Lexington)
May 30 - June 9	Summer School
June 10	ACT
June 12	SBDM 4:00 pm
June 20	Board meeting 5:30 pm
June 25-July 9	KHSAA Dead Period

Public Comments

None

The next regular monthly meeting will be May 15th at 4:00 p.m in the MCSHS conference room. The SBDM council was adjourned at 5:11 p.m. The motion was made by Dr. Eka and seconded by J. Huffman. Motion was approved by consensus.

Submitted by Mike Floro, recording secretary

Good News Report – April 17, 2023

- Miranda Goodlett was chosen as “Teacher of the Month” by the student body.
- The drama department had a very successful spring performance of “Grease”.
- The Titan Singers had a great performance of folk songs and spirituals at their spring concert on May 5th.
- The concert band gave a great performance at their spring concert on May 11th.
- Envirothon team of Kyleigh Gibson, Casey Robinson, Jace Good, Sydney Putnam, and Aiden Charles advanced to the state competition.
- Grayson Guerra placed 1st in Compass and Pacing at a 4 H competition.
- Sydney Putnam placed 2nd in Compass and Pacing at a 4 H competition.
- Norah Martin was named the MCSHS “Student of the Year” at the GEAR UP Kentucky Institute.
- Christina Emmanuel was named the MCSHS “Teacher of the Year” at the GEAR UP Kentucky Institute.
- The Mercer County Conservation Essay winners were Sadie Peavler-1st place, Collin Warren-2nd place, and Luke Whitenack-3rd place.
- Emily Chunglo was selected as one of four students to be a 2023 Youth Salute “Town Meeting on Tomorrow” ambassador in St. Louis in October.
- Sara Dunn was named the Central Kentucky Youth Salute Leadership Award winner and one of five students selected for a \$4,000 scholarship to Georgetown College. She was also named the MCSHS Youth Salute winner.
- 2023 Prom was a great success in spite of the weather and having to change locations at the last minute.
- Keith Adkins was named as the Head Boys Basketball coach.
- Boys Archery team finished 4th in the KHSAA State tournament in Bowling Green.
- Beau Brown, Jai Maria Piazza, and Teigh Yeast earned Most Outstanding Performance at the Patriot Games Invitational Track meet.
- The baseball team had the following members make the regular season All District team: Will Johnson, Jonathan Logdon, Ayden Stephens, Carter Devine, and Evan Hart.
- Evan Hart was chosen as the 46th District Player of the Year.
- The track team will compete in the regional track meet at Boyle County High School on May 23rd.
- The boys and girls tennis teams will compete in the regional tennis tournament in Danville the week of May 15-19.
- The baseball and softball teams will compete in the district tournament the week of May 15-19.
- Timberlynn Yeast has signed to play basketball at Marshall University.

- Beau Brown has signed to run track at Centre College.
- Zeydan Jackson has signed to play football at Mt. St. Joseph's.
- Garrett Fister has signed to run track at Rio Grande.



Mercer County Senior High School

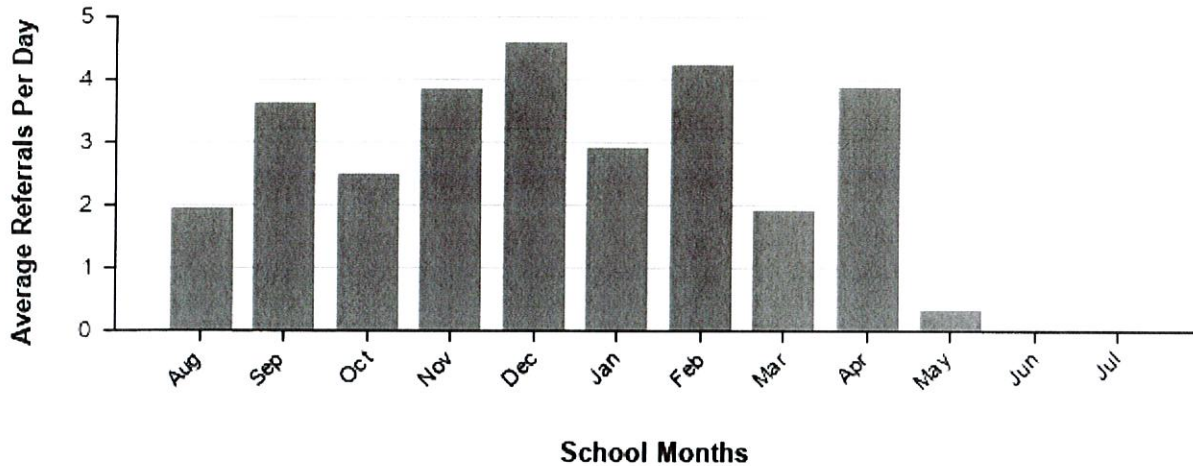
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School Summary
2022-23

Outcome: Administrator-managed (Major)

Average Referrals Per Day Per Month

Major, 2022-23

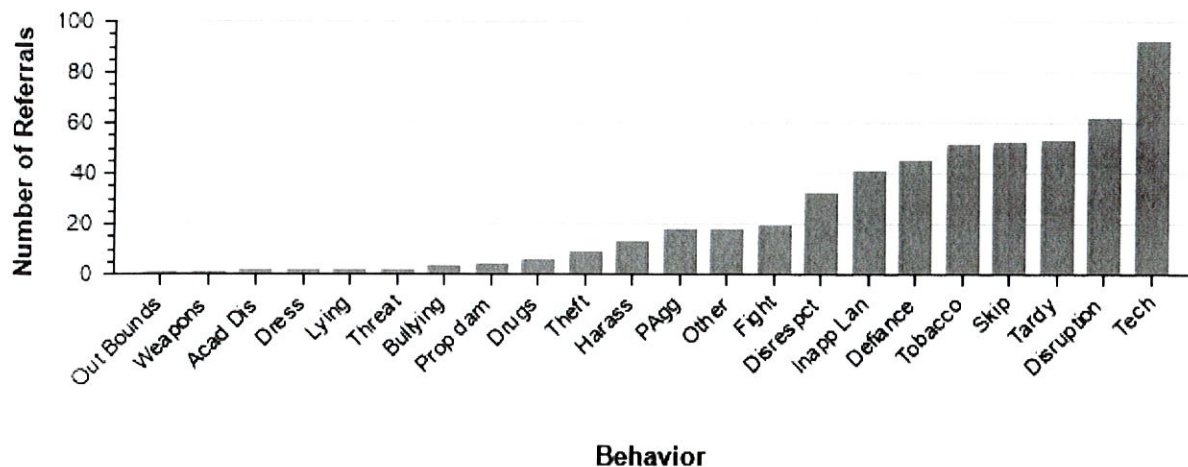


Data Table

Year	Month	Days Count	Referral Count	Referrals/School Day
2022	August	16	31	1.94
2022	September	21	76	3.62
2022	October	21	52	2.48
2022	November	19	73	3.84
2022	December	12	55	4.58
2023	January	19	55	2.89
2023	February	19	80	4.21
2023	March	22	42	1.91
2023	April	15	58	3.87
2023	May	18	6	0.33
2023	June	0	0	0.00
2023	July	0	0	0.00
Totals:		182	528	2.47

Referrals by Behavior

Major, Aug 1, 2022 - Jul 31, 2023

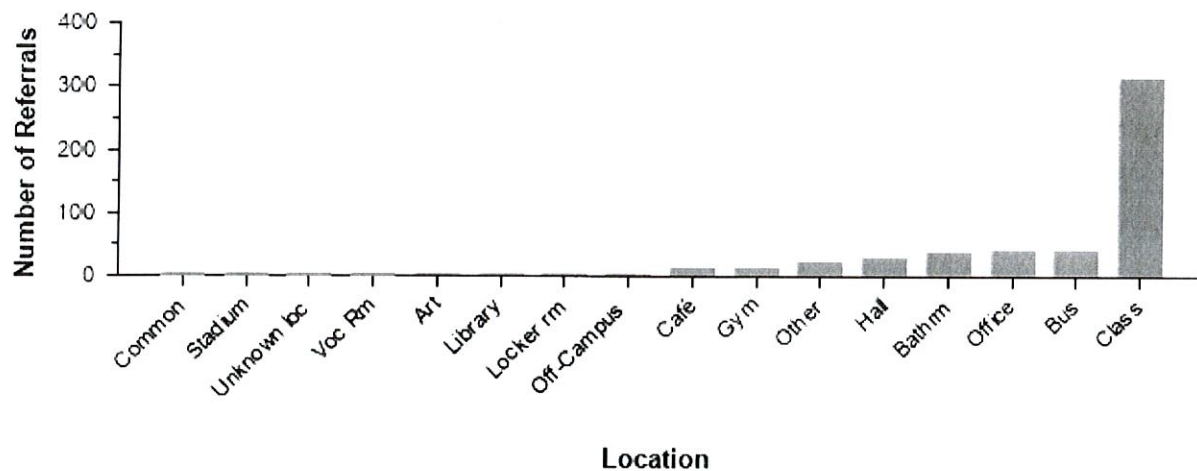


Data Table

Behavior	Frequency	Proportion	Additional Frequency
Inappropriate Location/Out of Bounds Area	1	0.19%	0
Use/Possession of Weapons	1	0.19%	0
Academic Dishonesty	2	0.38%	0
Dress Code Violation	2	0.38%	0
Lying	2	0.38%	0
Threatening Behavior	2	0.38%	0
Bullying	3	0.57%	0
Property Damage/Vandalism	4	0.76%	0
Use/Possession of Restricted Substances	6	1.14%	0
Theft	9	1.70%	0
Harassment	13	2.46%	0
Physical Aggression	18	3.41%	0
Other Behavior	18	3.41%	0
Fighting	19	3.60%	0
Disrespect	32	6.06%	0
Abusive Language/Inappropriate Language/Profanity	41	7.77%	0
Defiance/Insubordination/Non-Compliance	45	8.52%	0
Use/Possession of Tobacco/Nicotine	51	9.66%	0
Skip Class	52	9.85%	0
Tardy	53	10.04%	0
Disruption	62	11.74%	0
Technology Violation	92	17.42%	0
Totals:	528	100%	0

Referrals by Location

Major, Aug 1, 2022 - Jul 31, 2023



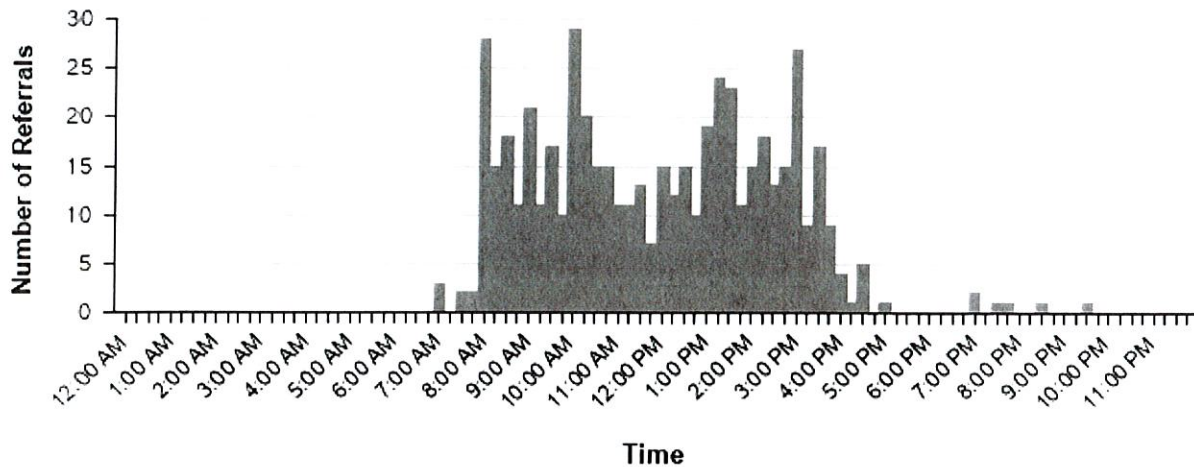
Data Table

Location	Frequency	Proportion
Commons/Common Area	1	0.19%
Athletic Field/Stadium	1	0.19%
Unknown Location	1	0.19%
Vocational Room	1	0.19%
Art Room	2	0.38%
Library	2	0.38%
Locker Room	2	0.38%
Off-Campus	3	0.57%
Cafeteria	12	2.27%
Gym	12	2.27%
Other Location	24	4.55%
Hallway/Breezeway	30	5.68%
Bathroom/Restroom	37	7.01%
Office	42	7.95%
Bus	43	8.14%
Classroom	315	59.66%
Totals:	528	100%

Referrals by Time

Major, Aug 1, 2022 - Jul 31, 2023

APIS

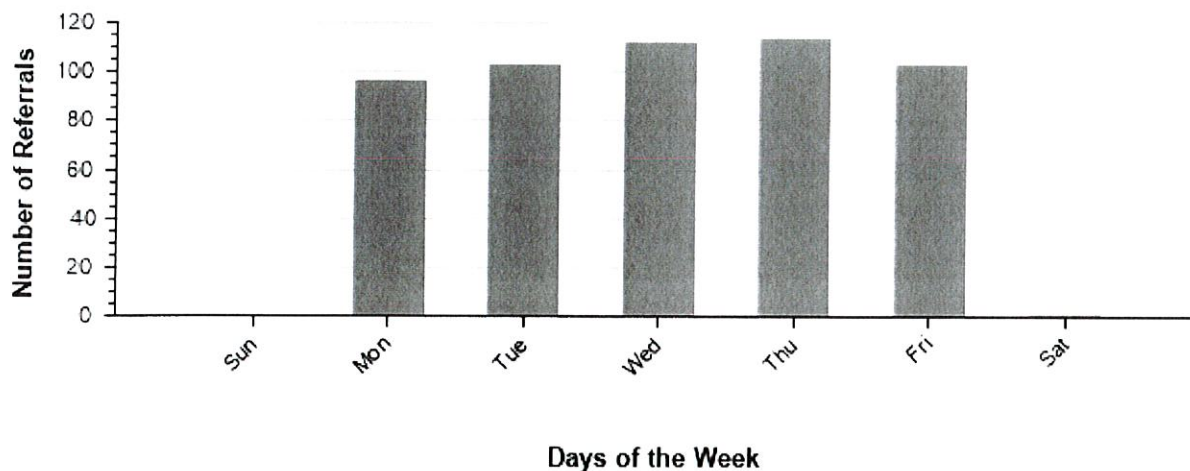


Data Table

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	0	0.00%
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	0.57%
7:15 AM	0	0.00%
7:30 AM	2	0.38%
7:45 AM	2	0.38%
8:00 AM	28	5.30%
8:15 AM	15	2.84%
8:30 AM	18	3.41%
Totals:	528	100%

Referrals by Day Of Week

Major, Aug 1, 2022 - Jul 31, 2023

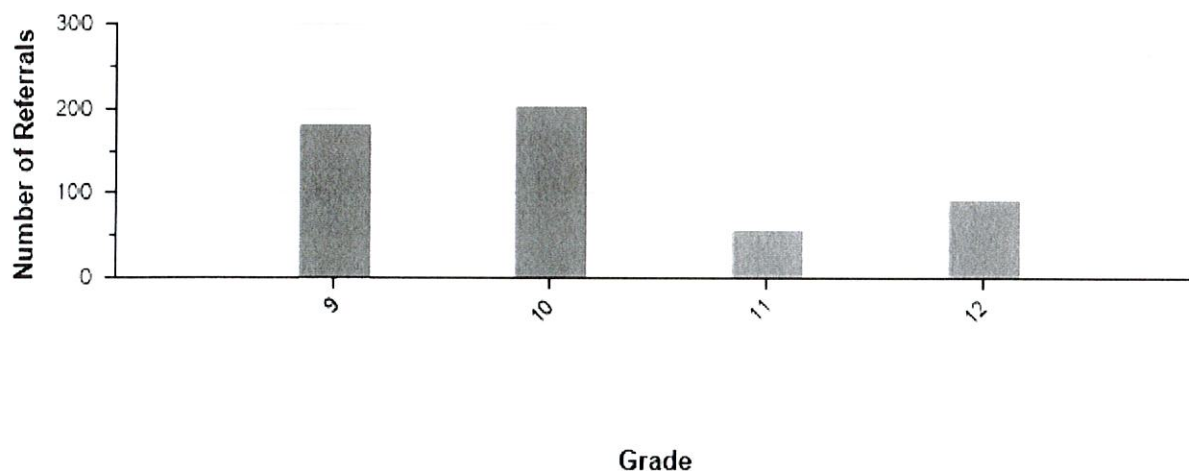


Data Table

Day	Frequency	Proportion
Sunday	0	0.00%
Monday	96	18.18%
Tuesday	103	19.51%
Wednesday	112	21.21%
Thursday	113	21.40%
Friday	103	19.51%
Saturday	1	0.19%
Totals:	528	100%

Referrals by Grade

Major, Aug 1, 2022 - Jul 31, 2023



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%
9	182	34.47%
10	203	38.45%
11	53	10.04%
12	88	16.67%
Totals:	528	100%

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	180	34.09%
10	202	38.26%
11	55	10.42%
12	91	17.23%
Post 12	0	0.00%
Totals:	528	100%

Section 6 Accounts	2022-23 Budget	Balance as of May 10, 2023
Other Certified	250	-575.00
Certified Substitute Salary	400	-1,668
Employer Medicare Contribution	25	-15.91
KTRS Employer Contribution	25	-61.78
KSBA Unemployment Insurance	15	-0.33
Registration Fees	9,000	3,383.37
Other Professional Services	500	7.05
Copier Rental	15,000	0.00
Postage & PO Box Rental	3,500	797.42
Telephone	1,750	184
Travel	2,244	-954
General Supplies	40,000.00	-20,324.26
General Supplies (Library)	2500	223.62
Food Non Instructional Non Food Service	100	-59.02
Library Books (Library)	2,000	659.40
Periodicals (Library)	1,000	712.32
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	-220.04
Instructional Field Trips		-782
Other Miscellaneous	17,509	8,692
Food Instructional Non Food Service		-471.37
General Supplies (School supplies)	24,179	9,697.34
General Supplies (Custodial)	20,000	-3,213.36
TOTAL	158,603.56	4,723.87

District Activity Accounts @ Central Office	Balance as of May 10, 2023
Blood Center Scholarship	549.00
Destitute Senior	312.00
Class of 2023	9,516.00
Driver's Education	11,700.00
General Fund	18,980.00
Ag Shop	6,233.00
AP Exam	3,283.00
Art	260.00
Band	6,728.00
Chorus	52.00
Drama	10,046.00
English	7
Class of 2024	833.00
Foreign Language	579
Horticulture	80,187.00
Library Book Fair	695.00
Class of 2025	3,189.00
Yearbook	2,823.00
Pictures	699.00
Senior Trip	55
Special Education	252
Summer School	11,287.00
Technology	2676
Class of 2026	3,623.00
Textbooks	9,730.00
College Tech Educational	1,153.00
Staff Fund	2,579.00
Col. Chinn Scholarship	500.00
Alvis Johnson Scholarship	2,190.00
School Store	2,300.00
General Athletics	50,582.00
Archery	2,641.00
Baseball	303.00
Boys Basketball	409.00
Girls Basketball	791.00
Cheerleading	1,748.00
Cross Country	1,066.00
Dance	1,965.00
Football Bowl Game	27,912.00
Football Supplemental	20,206.00
Golf	693.00
Boys Soccer	511.00
Girls Soccer	5,724.00
Softball	429.00
Boys Tennis	2,792.00
Girls Tennis	3,020.00
Track	570.00
Volleyball	0.00
Bass Fishing	3,589.00
Heart of the Bluegrass	16,924.00
Athletics Supplemental	2,968.00
Gate Receipts	69,863.00
Athletic Training	310.00
TOTAL	408,055.00

Student Activity Accounts @ Central Office**Balance as of May 10 2023**

Thirst Club	24
KYA/KUNA	709
Fellowship of Christian Athletes	852
Republican Club	111
Unity Club	206
FCCLA	2,826.00
Engineering Club	674
Educator Rising	377
National Honor Society	830
Spanish Club	1,260.00
Student Council	1201
Key Club	65
Film Club	121
Envirothon Team	75
Book Club	471
Beta Scholarship	170
Academic Team	371
Band	1,253.00
Project Graduation	7,567.00
DECA Club	113.00
Board Game Club	328.00
Field Trips	91.00
Beta Club	830.00
FFA	20,634.00
School Store	202
Student Vending	674.00
Pep Club	841
Weightlifting	1334
Chess Club	676
TOTAL	44,895.00

MCSH Bell Schedule 2023-24	
8:00 - 8:55	1st Period
9:00 - 9:55	2nd Period
10:00 - 10:55	3rd Period
11:00 - 11:20	<i>Titan Time</i>
11:24 - 12:47	4th Period
11:24 - 11:49	1st Lunch
11:53 - 12:18	2nd Lunch
12:22 - 12:47	3rd Lunch
12:52 - 1:47	5th Period
1:52 - 2:45	6th Period

MCSH Bell Schedule 2023-24	
ONE HOUR DELAY Schedule	
9:00 - 9:43	1st Period
9:48 - 10:31	2nd Period
10:36 - 11:19	3rd Period
NO Titan Time	<i>Titan Time</i>
11:24 - 12:47	4th Period
11:24 - 11:49	1st Lunch
11:53 - 12:18	2nd Lunch
12:22 - 12:47	3rd Lunch
12:52 - 1:47	5th Period
1:52 - 2:45	6th Period

COMMITTEE POLICY

LEADERSHIP TEAM/AD HOC COMMITTEES

As needed, the Council may approve ad hoc committees to help address needs as identified by the Council. The School Leadership team, which is composed of members of the Math department, English department, Science department, Social Studies department, Career and Technical Education department, Fine Arts department, Special Education department, and head grade level advisors, will serve as the primary group to address needs in the high school.

There are also three additional Multi-tiered Systems of Support committees that meet monthly. These committees have representation from every department and every staff member is assigned to either the Instructional committee, Procedural committee, or PBIS committee.

For these ad hoc committees, the Council will identify the specific topic to be addressed.

The principal (or principal's designee) will invite persons to serve on the ad hoc committee and will also designate a committee member to convene the committee for its first meeting.

Ad hoc committees automatically dissolve when they have completed their tasks.

OPERATING RULES FOR ALL COMMITTEES

All committees established by the SBDM Council are public agencies subject to Kentucky's Open Meetings Law. To comply with that law, each committee must:

- Establish a regular meeting schedule at its first meeting of each school year and make that schedule available to the public by posting it in a place convenient to the public.
- Hold meetings that are not on the regular schedule only after following these special meeting procedures:
 - The committee chair or a majority of members decide the date, time, place, and agenda.
 - Those who make the decision put the date, time, place, and agenda in a written notice, which they must post in a place convenient to the public at least 24 hours before the meeting.
 - Notice of a special meeting must be hand-delivered, faxed, or mailed to all members of the committee early enough so that they will receive it 24 hours before the meeting. E-mail cannot be used to deliver these notices.
 - If any media organization has asked for notice of special meetings, those calling the meeting must hand-deliver, fax, or mail copies of the written notice to the agency requesting the notice so that they will receive it 24 hours before the meeting. E-mail cannot be used to deliver these notices.
- Take minutes of the actions and decisions at every meeting.
- Review the minutes of each meeting and approve them at the very next meeting, after deciding on any needed correction.
- Make committee minutes for each meeting available to the Council and to any interested party, after final approval of the minutes.

POLICY EVALUATION

This policy will be evaluated by the SBDM Council in the fall of every new school 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 _____

EXTRACURRICULAR PROGRAMS POLICY

CRITERIA FOR PROGRAMS

For an extracurricular program to be continued or to institute a new program, the program must:

1. Generate and maintain student interest, as well as attract students not currently involved in extracurricular or service projects.
2. Encourage, enhance, and maintain equity including but not limited to a wide range of opportunities for both male and female students.
3. Have an adult sponsor who meets district requirements and has appropriate adult supervision at all times.

PROGRAMS CURRENTLY OFFERED

Lists of the academic and non-academic extracurricular programs, activities, and clubs that are offered at Mercer County Senior High School are in the Parent/Student handbook.

STUDENT PARTICIPATION

Students will be eligible to participate in extracurricular activities according to the requirements listed below::

1. The same academic guidelines required by the KHSAA will be required of all sports at MCSHS. Currently under a 6 period day schedule, a student must be passing at least 4 of 6 classes. A middle school student participating on the high school team must be passing at least 2/3 of their respective classes. A grade check will be conducted at noon on each Friday. Any athlete not passing 2/3 of their classes will be ineligible for athletic competition from the next Monday through the next Sunday.
2. All athletes, cheerleaders, and participants must maintain a good attendance record and none shall be permitted to participate in any athletic contest or practice unless they are in attendance on the day of the game (if the event is on Saturday or Sunday, the participant must be in attendance on the preceding Friday). Attendance means being counted present for at least half of the day. Appeals will be handled through the Principal.
3. Comply with rules established by the adult coach or sponsor for the activity.
4. Meet requirements set by the appropriate sponsoring or governing organization.

COACHES AND SPONSORS

Each extracurricular activity will be led by an adult coach or sponsor who meets any applicable requirements set in law, sdesignated in school board policy for non-faculty employees, and by the sponsoring or governing organizations. The coach, sponsor, or other approved personnel will be responsible for personally supervising or ensuring that all students are supervised by an adult while they are participating in an activity, including practice time and travel time where applicable.

The principal/athletics director will assign coaches/sponsors.

Approved: _____ Chairperson: _____

PRINCIPAL SELECTION POLICY

LEGAL PARAMETERS

If the vacancy to be filled is the position of principal, the superintendent shall fill the vacancy after consultation with the school council.

Consultation is a discussion between the council and the superintendent and must occur ***in a regular or special council meeting***. This process may involve advice, opinions, prioritizing candidates, etc. ***After consultation, the superintendent has the final decision on principal selection.***

SELECTION PROCESS

When a principal vacancy occurs, the council and the superintendent/designee will meet to:

1. Establish that the superintendent/designee will serve as chair of the council
 - It is best practice for the outgoing principal to excuse him/herself from the council for the principal selection process.
 - The council may elect a Vice-Chairperson (if none exists) to act as a liaison and contact person with the superintendent during this process.
2. Review this Principal Selection — Consultation Policy and the *Best Practices for Principal Selection* document available on the Kentucky Association of School Councils website.
3. Discuss the needs for training and/or facilitation for the selection process; including, but not limited to: recruitment, non-discrimination, legal requirements, surveys of the school community, criteria and question development, interviewing techniques, open meetings and record laws, and confidentiality.
4. ***Each council member must sign a nondisclosure agreement forbidding sharing of information shared and discussions held during consultation.*** Council members still retain the right to share information that is publicly known at the time of disclosure or publicly shared by the superintendent.
5. ***Establish a timeline for completing each step of the principal selection process.***
6. Decide the process for ***reviewing and screening applications and references.***
7. Design and carry out processes to get shareholder input on what traits will make the best leader for this school. Shareholder input will involve, but not be limited to: faculty and staff, families, and students.
8. Develop a set of criteria for a strong candidate using the shareholder input plus council members' ideas. ***These criteria will not discriminate based on race, ethnicity, gender, marriage or family status, religion, political affiliation, disability, or age.***
9. Use the criteria to develop/select questions that will be asked of all candidates during in-person interviews.
10. Decide additional methods to gather information about the candidates. The methods may include, but not be limited to: applications and résumés, checking off-list references, applicant portfolios, open forums, and written responses to hypothetical work-related challenges.

11. **Review and screen applications** and **references**.
12. **Select applicants to interview.**
13. Schedule interviews with selected applicants.
14. **Conduct each interview in a special called meeting in closed session** during which:
 - The same questions will be asked in the same order for every candidate.
 - Any specialized or follow-up questions will be asked after the standard questions.
 - A discussion will be held immediately following each interview about how well the applicant meets the criteria.

CONSULTATION AND PRINCIPAL SELECTION

1. After all information is gathered, the superintendent/designee and the council will meet in **closed session** for consultation on principal selection:

- discuss of the merits of the candidates
- work toward consensus on the principal selection

If a quorum of the council fails to attend this meeting, the superintendent may either call another meeting or conduct the required consultation with the council members present so the hiring process can continue.

2. After consultation, the superintendent shall select the principal.

3. As soon as possible, the council will announce the decision to shareholders.

POLICY EVALUATION

This policy will be evaluated by the council and revisions recommended as needed.

Approved: _____ Chairperson: _____

CURRICULUM POLICY

DEFINITIONS

- **Standards** are what students need to know and be able to do to meet an expected level of performance.
- **Curriculum** identifies the specific content, skills, and learning experiences students need to master the standards.
- **Instructional Materials** include the supplies, equipment, software, and texts to help students learn the curriculum and master the standards.
- **Student Support Services** are additional services provided to students that include, but are not limited to, counseling, FRYSC services and community support referrals.

KENTUCKY ACADEMIC STANDARDS — CURRICULUM AREAS

The curriculum is a roadmap for student mastery of the Kentucky Academic Standards. The standards define what students are expected to know and be able to do at each level in each subject area:

- Reading and Writing
- Math
- Science
- Social Studies

As well as:

- Health and Physical Education
- Visual and Performing Arts
- Computer Science
- Career Studies and Financial Literacy
- World Language
- Library Media
- Technology

Those standards are adopted by the Kentucky Board of Education based on national and international models. The standards are reviewed and revised through a years-long process that invites participation from every part of the school community.

CURRICULUM SELECTION PROCESS

Beginning with the 2022-23 school year, the SBDM law gives the superintendent the authority to determine the following for each school:

- Curriculum
- Instructional materials (which includes textbooks)
- Student support services

Before making those selections, the superintendent will:

- Consult with the local board of education
- Offer a reasonable review and response period for stakeholders in accordance with local board policy

- Consult with the principal and the school council

When consulting with the superintendent, the council will:

- Ensure students, families, school staff, district leaders, and community members have opportunities to provide feedback on CURRICULUM strengths and areas of need.
- Request INSTRUCTIONAL MATERIALS:
- Matched to the unique strengths and needs of the school.
- Backed by research and evidence of success in a similar school setting

IMPLEMENTATION OF THE CURRICULUM

The SBDM Council will:

Use applicable areas of decision-making to ensure each student has:

- a learning environment where educators and staff are supported and empowered to be successful with students.
- an equitable opportunity to master the state standards:
- grade-appropriate assignments aligned to the standards.
- additional time and support to master the state standards.

All teachers will:

- disseminate the curriculum expectations to families and to students in age-appropriate ways.
- ensure students have an equitable opportunity to master the state standards with assignments congruent to the grade-level.
- contribute to discussions of needed changes in the curriculum and instructional materials.

The principal (or designee) will:

- ensure that the standards and curriculum for the school are available for student, family, and community review.
- meet with all teachers to review this policy and the sections of the curriculum that apply to each teacher's assignment.
- report to the council at least once per semester on progress towards curriculum implementation, including ensuring 100% of students are doing assignments *congruent* to the grade-level standards (*meaning the student work is at the same level of difficulty as the standard*).
- coordinate resources and support that include, but not limited to, curriculum coaches, district instructional leaders, educators in other district schools, other educators with expertise, sources for evaluating the evidence of effectiveness, etc.

Approved: _____ Chairperson: _____

Upcoming Dates

May 15	SBDM 4:00 pm
May 15-16	Senior Finals
May 16	Board meeting 5:30 pm
May 17	Senior Trip - Kings Island
May 18	Senior grades due
May 18	FFA Banquet 6:00 pm
May 19	Underclassmen Awards program 8:15 am
May 19-23	Underclassmen Finals
May 21	Baccalaureate - Carpenter's Christian Church 3:00 pm
May 22	Senior Awards program 9:00 am
May 22	Senior Picnic @ "The ROC" 11:00 am
May 23	Last day of school - 12:35 pm dismissal
May 23	Graduation practice and "Senior Walk" 8:30 am
May 24	Staff Work day
May 25	Closing Day
May 27	Graduation - MCSHS Gymnasium 2:00 pm
May 27	Project Graduation - Malibu Jack's (Lexington)
May 30 - June 9	Summer School
June 10	ACT
June 12	SBDM 4:00 pm
June 20	Board meeting 5:30 pm
June 25-July 9	KHSAA Dead Period