

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

May 16, 2022

4:00 pm

Members:

Spencer Tatum, Principal & Chair
Ekambaram Elumalai, Teacher Representative
Kendra Rowland, Teacher Representative
Christina Emmanuel, Teacher Representative
Jo Luthe, Parent Representative
Julie Peavler, 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

- Job postings update
- SBDM election results 2022-23
- Bell Schedule 2022-23
- Academic Honors Policy (1st reading)
- Department Grading Policy (1st reading)
- Student Assignment Policy (1st reading)
- Staff Time Assignment Policy (1st reading)
- Advanced Placement/Dual Credit Courses Policy (1st reading)
- Principal Selection Policy review
- Program Appraisal 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
April 18, 2022 – Draft Minutes***

The meeting was called to order by Mr. Tatum at 4:01 p.m. in the media center. The following members of the council were in attendance:

Present : Spencer Tatum, Principal Christina Emmanuel, Teacher Kendra Rowland, Teacher Ekambaram Elumalai, Teacher (4:24PM) Julie Peavler Mike Floro, SBDM Secretary	Absent: Jo Luthe, Parent
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Agenda Approval

Motion to accept: K. Rowland, second by C. Emmanuel
Motion was approved by consensus.

Minutes Approval

March minutes and March Special Called minutes were reviewed by the council.

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

Good News Report

- Kallise Gammon, Luke Whitenack, Collin Warren, Luke Coleman, and Elijah Profit were chosen as Class of 2023 Governor's Scholars.
- Emily Curtsinger was selected to the 2022 Governor's School for the Arts (GSA)
- The following FFA members qualified for the state competition:
 - Emily Chunglo - Extemporaneous Superior 1st
 - Addison Riley - Floral Impromptu Superior 1st
 - Chase Flach - Goat Impromptu Superior 1st
 - Alexis Jones - Swine Impromptu Superior 1st
- Kam Maddox and Ian Spillane advanced to the KHSAA State Archery competition
- Annie Pendency signed to play soccer at Midway University
- Jonah Lewis signed to play soccer at Union College
- Timberlynn Yeast was named to the Lexington Herald-Leader All-State 2nd Team
- Timberlynn Yeast was named the Advocate-Messenger All-Area "Player of the Year" and 1st Team All-Area
- Teigh Yeast and Lindsay Jessie were named to the Advocate-Messenger All-Area 2nd Team. Anna Drakeford was named Honorable Mention
- Seth Caton and Trevor Ellis were named Honorable Mention to the Advocate-Messenger All-Area Team.
- The Drama department will be presenting "Shrek" on April 29, 30 and May 1 to the public in the high school auditorium.

- Sadie Peavler got 3rd place at the regional rotary speech contest hosed at Campbellsville.

Monthly Reports

Behavior: Swiss data was discussed. There were 703 total referrals for the school year through 4/15/22. 126 of these referrals were from “tardy” which was the highest category next to 76 referrals from “minor tardy”.

Academic:

- The 3rd round of CERT testing is on Monday 4/18 and Tuesday 4/19.
- Midterms are this week - Friday
- KSA testing will be held on Wednesday May 11th through Friday May 13th. Makeup testing will be held the following week.

Budget:

Section 6 - \$9,880.61
 District Activity Accounts - \$301,842.92
 Student Activity Accounts - \$24,125.85

Old Business

None

New Business

- The Mercer County Senior High School acronym for PBIS was discussed with counsel again. Miranda Goodlett proposed that we change it from last month's proposal to M-motivated, C-competitive, S-safe, H-honest.
- An update on scheduling was presented and the counselors have just finished Juniors and getting ready to start sophomores.
- Mr. Tatum discussed our 4 open certified positions: Ag, Chemistry, Social Studies, and Business. He told council we have Ag interviews on Tuesday 4/21. He said Social Studies would be filled with a transfer of moving Jordan Ward from the district Online Academy teacher (job not renewed for 22-23 SY) into the Social Studies position. Chemistry currently has no applicants and the Business job has 2 applicants.
- The 22-23 Section 6 and Section 7 allocation and budget were presented to council from the agenda packet.
Motion to accept: C. Emmanuel, second by J. Peavler
- SBDM Elections were discussed and Mr. Tatum told council that parent and teacher elections were currently happening. Kim Dailey is in charge of the teacher elections and Judy King is in charge of the parent elections.

Schedule of the School Day Policy (2nd Reading)

- No Changes
Motion to accept: K. Rowland, second by Eka

Student Assignment Policy Review

- No Changes

Staff Time Assignment Policy Review

- No Changes

Advanced Placement / Dual Credit Policy Review

- Take out “19 on the Math section of ACT” provision

Upcoming dates/events:

Apr 18	SBDM - 4:00
April 18-19	CERT Testing
Apr 20	Blood Drive
Apr 20	Club Day
Apr 21	Board Meeting - 5:30
Apr 25	Greenhouse Opening
Apr 26	Drug Prevention Assembly (8:15)
Apr 28	9th Grade Phone Safety Workshop
Apr 29-May 1	Shrek Performances
May 6	Beta/NHS Banquet 6:00PM
May 12	Spring Band Concert 6:00PM
May 14	Prom - 8:00
May 16	SBDM 4:00PM
May 19	Board Meeting 5:30
May 20	Senior Trip @ Holiday World
May 22	Baccalaureate 3:00 PM @ Carpenter's Christian Church
May 23-25	Senior Final Exams
May 25-27	Freshman, Sophomore, and Junior Final Exams
May 25	Underclassman Awards Program 8:15AM
May 26	Graduation Discussion in Gym with Seniors - 8:00AM
May 26	Senior Awards 9:00AM
May 26	Senior Picnic 11:00AM @ Anderson Dean Park
May 27	Graduation Practice 8:00AM
May 27	“Senior Walk” 10:30AM (MCES)
May 28	Graduation 2:00PM @ MCSHS gymnasium
May 28	Project Graduation @ Malibu Jacks 10:30PM
June 6-10	Summer School 8:30AM-3:00PM

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 May 16th at 4:00 p.m. The SBDM council was adjourned at 5:00 p.m. The motion was made by J. Peavler and seconded by C. Emmanuel. Motion was approved by consensus.

Submitted by Mike Floro, recording secretary

Good News Report – May 16, 2022

- Laura Baskin was chosen as an additional Class of 2023 Governor's Scholar.
- Kaleb Mitchell won 1st place at the State Drawing competition.
- Caitlyn Wake was the 11th grade winner of "Most Outstanding poster" by the Kentucky Department of Agriculture.
- Shelby Zammit was the 12th grade winner of "Most Outstanding poster" by the Kentucky Department of Agriculture.
- Shrek the Musical was a great success with 6 performances for elementary, middle and high school students along with 4 community performances.
- Mike Jones was honored with the Campbellsville University Excellence in Teaching award.
- Charles Aiden Mathews was elected to the Region 15 Executive Council of Family Career and Community Leaders of America. He will serve as the Vice President of Finance for the 2022-23 school year.
- The Spring Band Concert was held on May 12th.
- The boys track team won the AJ's Heart of the Bluegrass track meet.
- Jai Maria Piazza was named the AJ's Heart of the Bluegrass female outstanding performer.
- Matthew Mays was named the AJ's Heart of the Bluegrass male outstanding performer.
- The boys and girls track team will compete in the regional track meet on May 23rd.
- Baseball and softball teams will compete in their district tournaments the week of May 18 - 24.
- The archery team competed in the KHSAA state competition on May 13th.
- Emma Kiernan signed to play soccer at Transylvania University.
- Timberlynn Yeast was named to the girls basketball Kentucky Jr. All-Star team that will compete against Indiana in June.



Mercer County Senior High School

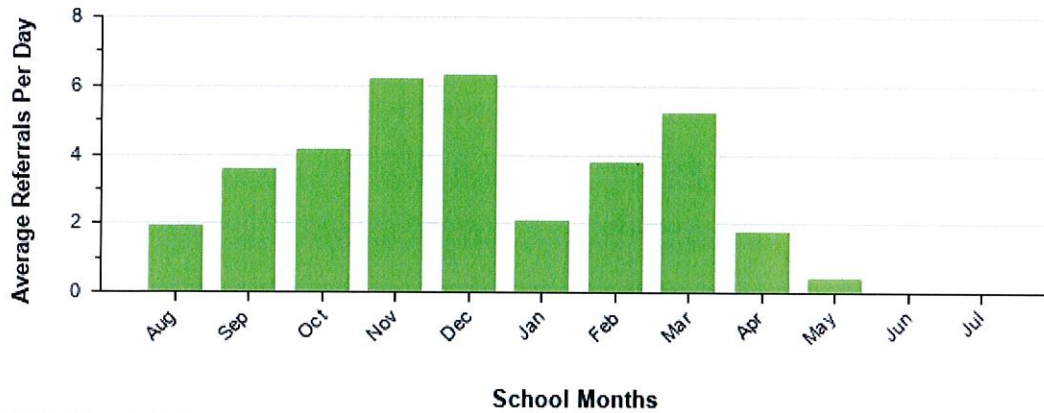
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School Summary
2021-22

Outcome: Major

Average Referrals Per Day Per Month

Major, 2021-22

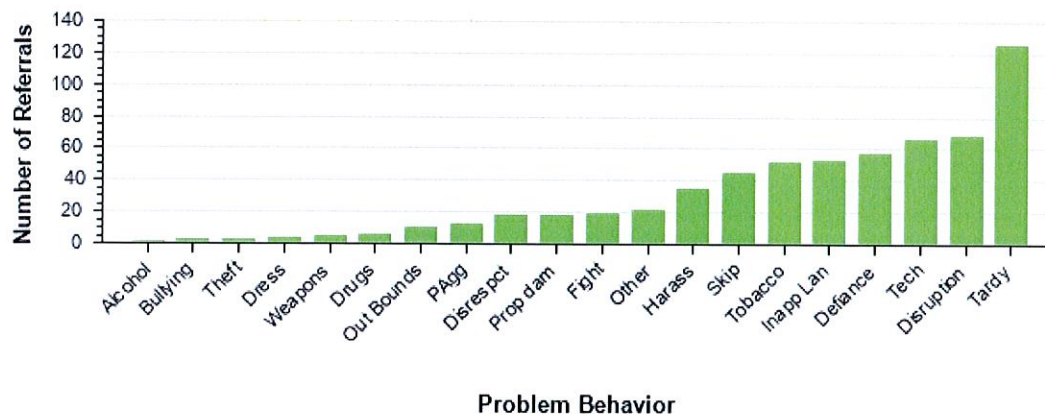


Data Table

Year	Month	Days Count	Referral Count	ODR/School Day
2021	August	15	29	1.93
2021	September	21	75	3.57
2021	October	13	54	4.15
2021	November	19	118	6.21
2021	December	13	82	6.31
2022	January	16	33	2.06
2022	February	19	72	3.79
2022	March	23	120	5.22
2022	April	16	28	1.75
2022	May	19	8	0.42
2022	June	0	0	0.00
2022	July	0	0	0.00
Totals:		174	619	2.95

Referrals by Problem Behavior

Major, Aug 1, 2021 - Jul 31, 2022



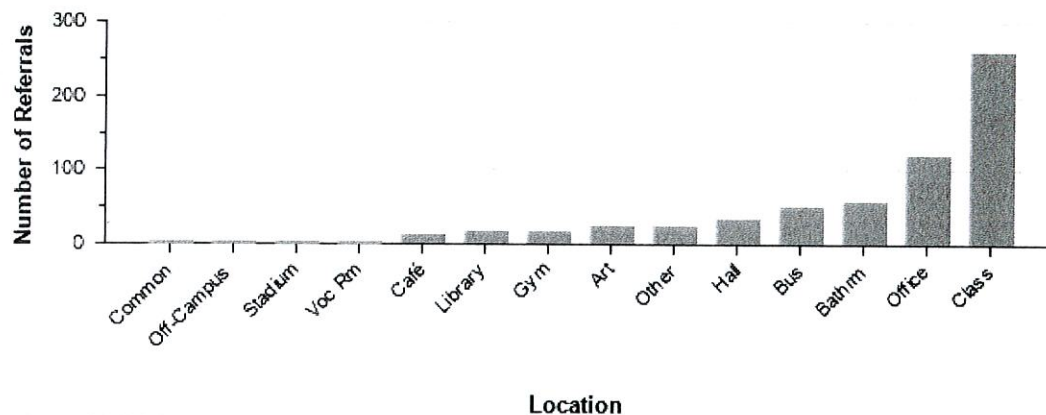
Data Table

Totals:	619	100%	0
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Problem Behavior	Frequency	Proportion	Additional Frequency
Use/Possession of Alcohol	1	0.16%	0
Bullying	2	0.32%	0
Forgery/Theft/Plagiarism	2	0.32%	0
Dress Code Violation	3	0.48%	0
Use/Possession of Weapons	5	0.81%	0
Use/Possession of Drugs	6	0.97%	0
Inappropriate Location/Out of Bounds Area	10	1.62%	0
Physical Aggression	12	1.94%	0
Disrespect	18	2.91%	0
Property Damage/Vandalism	18	2.91%	0
Fighting	19	3.07%	0
Other Behavior	21	3.39%	0
Harassment	35	5.65%	0
Skip class	45	7.27%	0
Use/Possession of Tobacco	52	8.40%	0
Abusive Language/Inappropriate Language/Profanity	53	8.56%	0
Defiance/Insubordination/Non-Compliance	57	9.21%	0
Technology Violation	66	10.66%	0
Disruption	68	10.99%	0
Tardy	126	20.36%	0
Totals:	619	100%	0

Referrals by Location

Major, Aug 1, 2021 - Jul 31, 2022

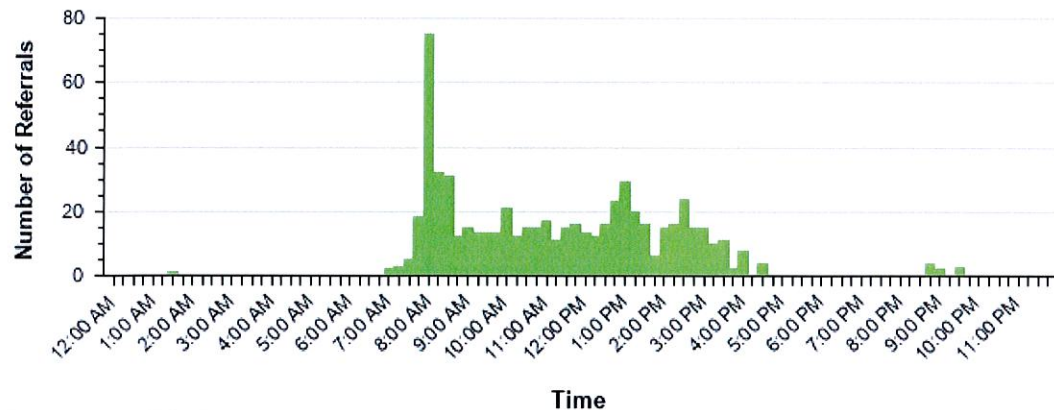


Data Table

Location	Frequency	Proportion
Commons/Common Area	1	0.16%
Off-Campus	1	0.16%
Stadium	1	0.16%
Vocational Room	1	0.16%
Cafeteria	11	1.78%
Library	16	2.58%
Gym	18	2.91%
Art Room	23	3.72%
Other Location	25	4.04%
Hallway/Breezeway	33	5.33%
Bus	51	8.24%
Bathroom/Restroom	58	9.37%
Office	120	19.39%
Classroom	260	42.00%
Totals:	619	100%

Referrals by Time

Major, Aug 1, 2021 - Jul 31, 2022

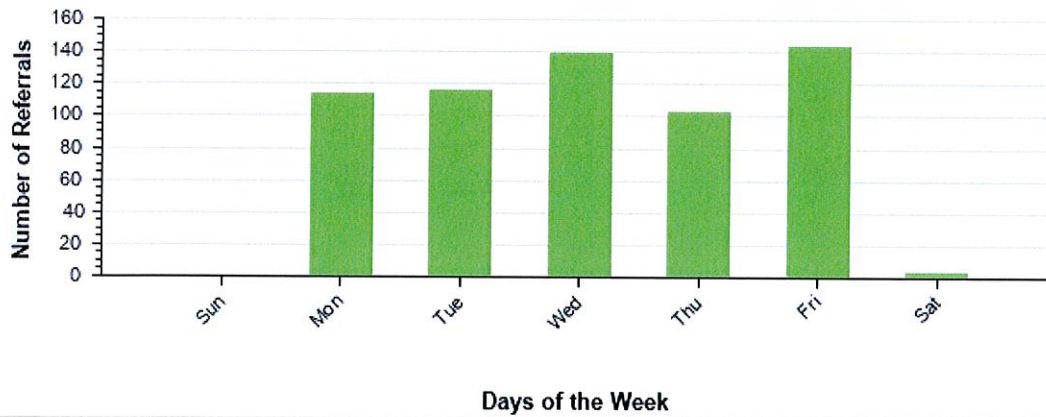


Data Table

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	1	0.16%
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	2	0.32%
7:15 AM	3	0.48%
7:30 AM	5	0.81%
7:45 AM	18	2.91%
8:00 AM	75	12.12%
8:15 AM	32	5.17%
8:30 AM	31	5.01%
8:45 AM	12	1.94%
9:00 AM	15	2.42%
9:15 AM	13	2.10%
9:30 AM	13	2.10%
9:45 AM	13	2.10%
10:00 AM	21	3.39%
10:15 AM	12	1.94%
Totals:	619	100%

Referrals by Day Of Week

Major, Aug 1, 2021 - Jul 31, 2022

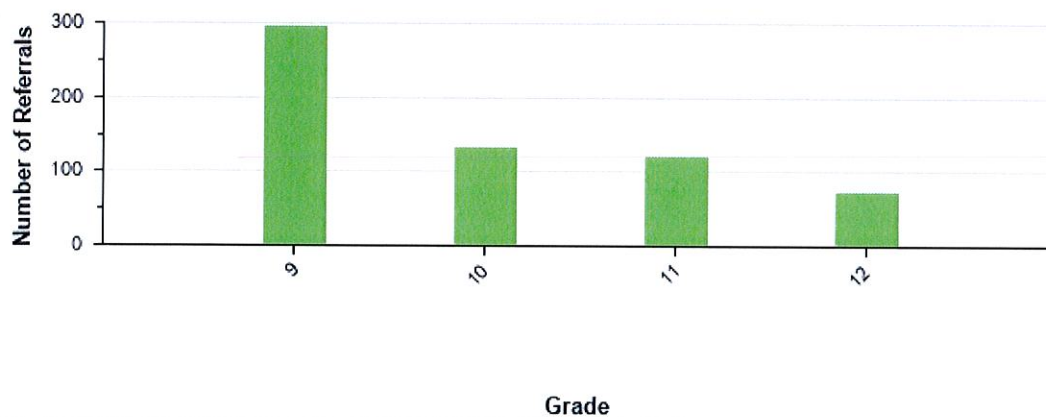


Data Table

Day	Frequency	Proportion
Sunday	0	0.00%
Monday	114	18.42%
Tuesday	116	18.74%
Wednesday	139	22.46%
Thursday	103	16.64%
Friday	144	23.26%
Saturday	3	0.48%
Totals:	619	100%

Referrals by Grade

Major, Aug 1, 2021 - Jul 31, 2022



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%
Totals:	619	100%

8	0	0.00%
9	296	47.82%
10	131	21.16%
11	119	19.22%
12	73	11.79%
Post 12	0	0.00%
Totals:	619	100%

Section 6 Accounts	2021-22 Budget	Balance as of May 10 2022
Certified Permanent Salary		
Extended Day		
Extra Service		
Other Certified	700	425.00
Certified Substitute Salary	1,000	576
Classified Regular Salary		
Classified Other Pay		
Classified Substitute Salary		
Employer FICA Contribution		
Employer Medicare Contribution	100	90.04
KTRS Employer Contribution	100	79.03
CERS Employer Contribution		
KSBA Unemployment Insurance	50	45.51
Workshop Consultant	250	250
Education Consultant	1,000	500
Registration Fees	12,000	3,787.00
Conference Registration		
Security Services		
Other Professional Services	1,000	570.00
Copier Rental	18,000	3,750.00
Other Rental	200	200.00
Postage & PO Box Rental	3,000	457.60
Telephone	3,000	1,440
Newspaper Advertising		
Travel	2,500	474
General Supplies	20,000.00	-21,556.27
General Supplies (Library)	500	338.84
Food Non Instructional	500	86.25
Food Instructional Non Food Service	250	250.00
Library Books (Library)	2,000	30.61
Periodicals (Library)	1,000	-214.50
Supplemental Books/Study Guides		
Textbooks		
Audiovisual Materials (Library)	1,250	596.95
Tests	250	250
Reference Materials	250	-300
Computer Related Supplies	15,000	3,053
Awards	250	250
Health Supplies	1,000	269.66
Equipment Supplies		
Furniture/Fixtures		
Furniture/Fixture supplies		-3,631.01
Other Supplies & Materials		-3975
Tech Related Hardware	500	357.00
Computers (Library)		
Tech Software	500	500.00
Instructional Equipment	500	500
Dues & Fees	1,000	164.96
Graduation Expenses		
Instructional Field Trips		-892
Other Miscellaneous	40,372	15,253
Food Instructional Non Food Service		-4,073.49
General Supplies (School supplies)	39,571	8,878.41
Other Supplies & Materials		-4,873.50
Other Repairs and Maintenance	500	440.00
General Supplies (Custodial)	20,000	1,634.13
TOTAL	188,093.09	5,980.50

<i>District Activity Accounts @ Central Office</i>	<i>Balance as of May 10, 2022</i>
Destitute Senior	312.36
Class of 2023	3,492.36
Driver's Education	11,700.00
General Fund	38,523.97
Ag Shop	5,687.87
AP Exam	4,746.36
Art	69.13
Band	1,856.36
Chorus	406.95
Drama	3,806.44
English	7.65
Class of 2024	0
Farm Management	-1818.97
Foreign Language	579.21
Horticulture	68,234.38
Library Book Fair	505.87
Class of 2025	767.34
Mercer Foundation Grant	-3,633.00
Yearbook	5,145.83
Pictures	331.45
Science	-464.23
Senior Trip	160.38
Summer School	9,262.80
Technology	833.88
Class of 2022	3,748.34
Textbooks	16,903.36
College Tech Educational	903.83
Staff Fund	153.01
Col. Chinn Scholarship	500.00
Alvis Johnson Scholarship	2,190.00
School Store	140.35
General Athletics	685.04
Archery	1,391.80
Baseball	858.86
Boys Basketball	3,159.53
Girls Basketball	1,417.27
Cheerleading	1,090.02
Cross Country	1,011.13
Dance	885.97
Football	690.57
Football Bowl Game	15,871.65
Football Capital	1,092.80
Football Supplemental	10,599.91
Golf	3,221.02
Boys Soccer	1,037.57
Girls Soccer	6,367.29
Softball	3,856.25
Boys Tennis	1,605.93
Girls Tennis	2,293.85
Track	-90.74
Volleyball	46.42
Bass Fishing	4,938.56
Heart of the Bluegrass	7,485.03
Athletics Supplemental	3,968.78
Gate Receipts	104,320.04
Athletics Training	0.00
TOTAL	349,862.83

Student Activity Accounts @ Central Office**Balance as of May 10, 2022**

Thirst Club	24
KYA/KUNA	555.75
Fellowship of Christian Athletes	924.26
Republican Club	111
Unity Club	206.01
FCCLA	1,003.28
Engineering Club	674
Future Educators of America	129.81
National Honor Society	780.5
Spanish Club	1,143.12
Student Council	1445.95
Key Club	65.71
Film Club	121.31
Envirothon Team	75.03
Book Club	611.62
Beta Scholarship	170
Band	9,154.00
Project Graduation	-6,018.78
Beta Club	1,262.90
FFA	9,602.91
School Store	202
Student Vending	1,249.08
Pep Club	388.87
Weightlifting	381.34
Chess Club	676.55
TOTAL	24,939.22

Period	Time		Instructional Minutes	Passing Time
1st Period	8:00 - 8:56		56	7 min
2nd Period	9:03 - 9:59		56	5 min
3rd Period	10:04 - 11:00		56	4 min
Titan Time	11:04 - 11:24		20	5 min
4th Period	11:29 - 1:08		75	
	1st Lunch	11:29 - 11:53		
	2nd Lunch	11:54 - 12:18		
	3rd Lunch	12:19 - 12:43		
	4th Lunch	12:44 - 1:08		
5th Period	1:13 - 2:09		56	5 min
6th Period	2:14 - 3:10		56	

ONE HOUR DELAY SCHEDULE

Period	Time		Instructional Minutes	Passing Time
1st Period	9:00 - 9:37		37	5 min
2nd Period	9:42 - 10:18		36	5 min
3rd Period	10:23 - 10:59		36	5 min
Titan Time	11:04 - 11:24		20	5 min
4th Period	11:29 - 1:08		75	
	1st Lunch	11:29 - 11:53		
	2nd Lunch	11:54 - 12:18		
	3rd Lunch	12:19 - 12:43		
	4th Lunch	12:44 - 1:08		
5th Period	1:13 - 2:09		56	5 min
6th Period	2:14 - 3:10		56	

Academic Honors**VALEDICTORIAN AND SALUTATORIAN**

Students who have earned at least 50% of their high school credits at Mercer County Senior High School and have been enrolled their entire senior year will be eligible for valedictorian and salutatorian. Based on scholastic achievement in the grades nine (9) through twelve (12), students in the senior class with the highest and second highest weighted numerical grade point average shall be designated respectively as valedictorian and salutatorian. Weighted numerical grade point average will be calculated and ranked as defined by SBDM council policy.

HONOR ROLLS

At the high school level, honor rolls will be published each semester.

Students qualifying for the "All A" Honor Roll shall make no grade lower than an A.

To make the "A and B" Honor Roll, students shall achieve a grade average no lower than a B.

CLASS RANK

Based on a weighted numerical grade point average, class rank will be calculated for all students with the exceptions of foreign exchange students and those students receiving an alternate diploma due to severe disabilities.

ACADEMIC LETTERS

Qualifying students in grades nine through twelve (9-12) shall be awarded an academic letter and, in subsequent years, an academic bar based on the following criteria:

1. Students must have attended the high school for at least one (1) full year.
2. Students shall have earned a grade point average of at least 3.50 from the previous academic year.

OTHER AWARDS

Special achievement awards shall be granted to students at the end of the school year.

RESPONSIBILITY

The Superintendent or the Superintendent's designee shall develop procedures to govern identification and announcement of student honors and award recipients.

RELATED POLICY:

08.221

Adopted/Amended:
Order #:

Proposed High School SBDM Policy:

Students may earn the Latin academic honor of cum laude, magna cum laude and summa cum laude at graduation. These students will be recognized in the graduation program for these different levels of distinction. Students maintaining a 4.0 or higher cumulative weighted grade point average will receive white stoles to wear at graduation. Students with weighted grade point averages of 3.5 - 3.99 will receive gold cords to wear at graduation. The system of recognizing students at graduation is as follows:

Summa Cum Laude 4.0 or higher

Magna Cum Laude 3.8 - 3.99

Cum Laude 3.5 - 3.79

The following courses will have weighted grade point averages (Honors courses, Advanced Placement courses, and Dual Credit courses)

English

- Honors English I
- Honors English II
- AP English Language
- ENG 111
- ENG 112

Social Studies

- Honors Survey of Social Sciences
- AP U.S. Government
- AP Psychology
- AP Human Geography
- AP U.S. History
- AP World History
- HST 110
- HST 120
- SOC 110
- PSY 111

Math

- Honors Geometry
- Honors Algebra II
- AP Calculus AB
- AP Calculus BC
- AP Statistics
- MTH 111
- MTH 112
- MTH 123

Science

- Honors Integrated Science I
- Honors Biology
- AP Biology
- AP Chemistry
- AP Environmental Science
- BIO 110
- BIO 103

Electives

- AP 3 Dimensional Art
- AP 2 Dimensional Art
- AP Drawing
- AP Spanish
- EDU 220
- EDU 300
- AGR 182
- AGR 100
- AGR 140
- AGR 160
- NAA 100
- AHS 115
- MAC 120

Valedictorian & Salutatorian

The student with the highest weighted numerical grade point average will be the valedictorian and the student with the second highest weighted numerical grade point average will be the salutatorian. Both valedictorian and salutatorian will be recognized during high school graduation. The rank will be averaged to the nearest one hundredth of a point. Ties for the highest rank will be recognized as Co-Valedictorians.

To be honored as valedictorian or salutatorian at Mercer County Senior High School, at least 50% of the student's credits must have been earned at Mercer County Senior High School, including being enrolled during the entire senior year. Weighted grades for transfer students will be weighted in our GPA calculations only if the sending school and receiving school weights that grade. Any course taken outside of the normal school day (6 periods) will not be posted to transcript or used for GPA calculations. Any course taken through the approved online school platform must be taken during the school day (6 periods). AP and honors courses added to the curriculum later will be added to the list of weighted courses for the purpose of determining valedictorian and salutatorian.

DEPARTMENT GRADING POLICY

Departments from the core subject areas (English, Math, Science, and Social Studies) will follow a 60/40 weighted grading scale. Summative assignments (tests and quizzes) will account for 60% of the course grade for the semester and formative assignments (homework, bellringers, classwork, exit slips, etc.) will account for 40% of the course grade for the semester.

Departments from elective subject areas (fine arts, physical education, career and technical education, and foreign language) will follow a teacher-determined grading scale within those respective courses. These departments have the flexibility to use a total points system or a weighted points system to account for the course grade for the semester.

STUDENT ASSIGNMENT POLICY

Students will be assigned courses according to the graduation requirements of the local board and the Kentucky Department of Education. Courses will be assigned to allow students to complete required curriculum in a timeline that is consistent with state assessments. Students will be placed in requested elective courses upon completion of required courses in recommended sequences and in accordance with their career paths.

Schedule Packets will be available for review in the guidance office and will be submitted annually to the School Based Decision Making Council for approval prior to being presented to the local board of education. This packet will include graduation requirements and career pathway information.

A counselor shall ensure that each student's Individual Graduation Plan includes a list of the courses to be taken each term, including amendments made as the student's plans are refined. A counselor shall review each student's plan annually to make sure he/she is on track to complete all graduation requirements by the end of his/her senior year.

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.

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 and data on our alignment with Kentucky's Standards and Indicators for School Improvement. The analysis of this data may determine and impact staff assignments.

Approved: _____ Chairperson: _____

ADVANCED PLACEMENT/DUAL CREDIT COURSES

Curriculum and Availability

Each year, college-level courses will be offered. Currently the following areas offer Advanced Placement or Dual Credit courses:

- | | |
|-------------------|----------------------------|
| 1. English | 5. Family Consumer Science |
| 2. Science | 6. Foreign Language |
| 3. Mathematics | 7. Arts and Humanities |
| 4. Social Studies | 8. Agriculture |

Those courses will be offered as Advanced Placement or Dual Credit classes at Mercer County Senior High School, Trailblazer Academy, or through arrangements with nearby colleges or universities.

Student Assignment and Recruitment

Students will be encouraged to prepare for and take college-level courses in the following ways:

- Counselors will advise students and parents/guardians of these options when they go through the scheduling process each year and encourage each student to take appropriate preparatory courses.
- Teachers will encourage all students to take challenging courses each term.

All students may take college-level courses if they meet the following requirements:

- Completing prerequisite courses listed in the Student Handbook/Course Description Book.
- Receiving permission from the teacher if applicable.
- Dual Credit courses require a 3.0 GPA
- Some colleges require a 19 on the Math section of the ACT in order to receive college credit
- Students must maintain a grade of C or better in the fall semester to be able to take Dual Credit courses in the spring semester of that academic year.
- If a Dual Credit course is offered at Mercer County Senior High School, students will not be permitted to take the same course off campus.

Approved: _____ Chairperson: _____

PRINCIPAL SELECTION POLICY

PREPARATION

When the council learns that the school needs to hire a principal, the council:

- meets with the Superintendent, or designee, (who will serve as chair of the council and have voting rights for the purpose of the hiring process) to review the *Best Practices for Principal Selection* document available on the Kentucky Association of School Councils website. The outgoing principal shall not serve on the council during the principal selection process.
- selects a trainer of their choice to deliver training in recruitment and interviewing techniques the council Chair or Vice-Chair will arrange for this training on a date agreed upon by the council and call a special meeting of the council for this purpose with "Principal Selection Training" on the agenda.
- distributes copies of this policy to all members before the scheduled training and sends a copy to the trainer who will be providing the selection training.
- distributes informational materials regarding Kentucky Open Records and open meetings law and have all members sign a nondisclosure agreement forbidding sharing of information and discussions held in closed session.

SELECTION PROCESS

The council will:

- 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, staff, parents, and students.
- call a special meeting of the council and meet in open session to:
 - discuss the process and timeline for receiving applications, and other steps in the hiring process.
 - develop a set 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.
 - use the criteria to write questions that will be asked of all candidates during in-person interviews.
 - decide on other methods to gather information about the candidates. The methods may include, but not limited to: applications and resumes, references, applicant portfolios, open forums, and written responses to hypothetical work-related challenges.
- call a special meeting of the council and meet in closed session to:
 - review all applications and written references and select applicants to interview.
 - determine if information in the written applications and resumes points to any specialized questions that should be asked of a particular applicant and develop those questions if necessary,
- schedule interviews with each applicant.
- 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.
- after all interviews are completed, hold closed session discussion of the merits of all applicants and work toward consensus on the final selection.
- if the council is not satisfied with any of the candidates, the council should discuss the option of having an interim principal. The interim will be appointed by the superintendent until a suitable applicant is found.
- keep all closed session documents confidential.

SELECTION OF THE NEW PRINCIPAL

After all information is gathered, the council will:

- meet in an open session to vote for the final selection of a new principal. The principal is elected on a majority vote of the council. Record the action in the meetings.
- ask the superintendent to complete the hiring process.
- communicate with shareholders the decision as soon as possible.

POLICY EVALUATION

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

Approved: _____ Chairperson: _____

PROGRAM APPRAISAL POLICY

PROGRAM APPRAISAL NEEDS ASSESSMENT

Our improvement planning process will include:

- an analysis of our KPREP 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 appraisal of the effectiveness of all our programs, through our needs assessments and our implementation and impact checks.

PROGRAM APPRAISAL RESPONSIBILITY

The Leadership Team will be responsible for program appraisal and will make recommendations concerning program changes/revisions to the council.

POLICY EVALUATION

This policy will be evaluated by the Leadership Team 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: _____

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

May 18	PBIS rewards cookout
May 19	8th Grade tours
May 19	FFA Banquet 6:30 pm
May 19	Board Meeting 5:30 pm
May 20	Senior Trip - Holiday World
May 22	Baccalaureate 3:00 pm (Carpenter's Christian Church)
May 23-25	Senior Final Exams
May 25	Underclassmen Awards program 8:15 am
May 25-27	Underclassmen Final Exams
May 26	Graduation practice 8:00 am
May 26	Senior Awards program 9:00 am
May 26	Senior Picnic 11:00 am (Anderson-Dean Park)
May 27	Graduation practice 8:00 am
May 27	"Senior Walk" 10:30 am (MCES)
May 28	Graduation 2:00 pm (MCSHS gymnasium)
May 28	Project Graduation 10:30 (Malibu Jack's)
May 30	Memorial Day - No School
May 31	Staff Work Day - 8:00 am
June 1	Closing Day - 8:00 am
June 2	District PD Day - 8:00 am
June 6-10	Summer School 8:30 am - 3:00 pm
June 11	ACT
June 14-17	Titan Academy 8:30 am -11:30 am
June 20	SBDM
June 21-24	Titan Academy 8:30 am - 11:30 am
June 25 - July 9	KHSAA Dead Period