



# July 26, 2023 SBDM Regular Meeting Agenda

Caywood Conference Room  
SBDM July Regular Meeting  
Wednesday, July 26 4:00 – 5:30pm

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## OPENING BUSINESS

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- Reading of the Mission Statement  
*"At Caywood Elementary, everyone creates a positive culture where we Communicate, Connect, Encourage and Thrive"*  
**Approval of the Agenda:**
- Approval of Minutes from:  June 20, 2023 Special Meeting Minutes  
 6-27-23 Special Meeting Agenda Minutes
- Good News
- Public Comment

## COMMITTEE REPORTS

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- None




## OLD BUSINESS

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None

## NEW BUSINESS

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- Review and Approve Master Schedule for 2023-2024 School Year
  -  Master Schedule Draft 2 Caywood 2023-24
- Technology Standards Implementation-Technology Standards–The [KAS Technology Standards](#) are expected to be implemented and taught for all students at each school. School structures/courses can allow implementation of these standards to vary from school to school. Please take a look at the [22-23 Technology Implementation Plan](#) for your school and make any necessary updates. Please remember the importance of making sure all appropriate staff know the standards and expectations for technology standard implementation after final approval by the SBDM Council. Please complete this [Technology Verification Form](#) on or before August 1st after all approved changes on the [Technology Implementation Plan](#) are finished.
- Establish Regular Meeting Dates and Times for this year's Calendar  
 SBDM Meeting Dates for 2023-24
- [SBDM Google Drive Folder](#)
- Staffing Update
- Approval of Behavior Referral Process and District Policy Update/Code of Conduct  Behavior Referral Process
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09.426	Disrupting the Educational Process <a href="#">P-12</a>	<b>New Information Added to Current Policy</b> Replaces pupil with student Adds language to: <ul style="list-style-type: none"> <li>• Include disruption can occur on or off school property.</li> <li>• Define behavior which disrupts the educational process to include conduct that disrupts the classroom environment/education process or the student challenges the authority of a supervising adult</li> <li>• Define “<b>Chronically Disruptive</b>” as being a student removed from the classroom 3 times in 30 days and allows for that student to be suspended in compliance with the code of conduct.</li> <li>• Allow for the removal of students that is chronically disruptive</li> <li>• Allows the principal to review the behaviors of a chronically disruptive student with teacher and parent/guardian to determine a course of action</li> <li>• Allows the principal to permanently remove a chronically disruptive student from the classroom for the remainder of the year and determine an alternate placement for that student</li> </ul>
09.123	Absences and Excuses <a href="#">P-12</a>	<b>New Information Added to Current Policy</b> <ul style="list-style-type: none"> <li>• Changing 9 excused absences per school year to 10 excused absences per school year</li> <li>• Changes the make up policy for Suspensions to allow for all work to be made up</li> </ul>

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- **SBDM Annual Paperwork- Due August 31**-It is that time of year again where you all find yourselves getting your new Council off and running. In doing so, your members must do the following (beyond their annual training):
  - ❖ SBDM Background checks and CAN checks (this is different than the volunteer background check that parents do in order to be a field trip parent).
    - ☐ This is required for all parents who are either new to SBDM or have had a break in their service.
    - ☐ Please contact Peggy Beckerich in HR at (859) 344-8888 to set up an appointment for that check to be done.
  - ❖ Annual paperwork (links and directions below):
    - ☐ Managing Government Records (Records Retention) (1 per member): [Managing Government Records](#)
    - ☐ The Kentucky Open Records and Open Meetings Acts (1 per member): [The Kentucky Open Records and Open Meetings Acts](#)
    - ☐ Proof of Receipt (1 per member...**you keep in your records**): [Proof of Receipt](#)
    - ☐ KRS 158.183 (1 per member): [KRS 158.183](#)
    - ☐ KRS 158.195 (1 per member): [KRS 158.195](#)
    - ☐ Approval letter to communicate via email (1 per member...**you keep in your records**): [Email Communication](#)
    - ☐ Certificate of Distribution (Only 1 per school...**return to MALINA**...we will handle getting everything submitted to the Attorney General at one time for you all): [Certificate-of-Distribution.pdf](#)

- ❖ Please distribute #1-6 to ALL SBDM council members and document in your minutes that this occurred. You keep the completed Proof of Receipt (#3) and any signed “Approved to email” letters (#6) in your council records. You send back the Certificate of Distribution (#7) to Malina by August 31 (Note: #3 and #7 look very similar, so be sure you are getting the correct one for her.) She will send all signed Certificates of Distribution to the Attorney General for you.