

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

December 11, 2023

3:30 pm

Members:

Spencer Tatum, Principal & Chair
Ekambaram Elumalai, Teacher Representative
Kendra Rowland, Teacher Representative
Andrew Ashford, Teacher Representative
Todd Davis, Parent Representative
Jessica Sanders, Parent Representative
Mike Floro, Council Secretary

Opening Business

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

Behavior/PBIS Report

Academic Progress Check

Budget Report

New Business

- 2022-23 KASC Test Score Graphs
- Consolidated School Improvement Plan
- Alignment with State Standards policy 2nd reading
- Advanced Placement/Dual Credit Courses policy 2nd reading
- Program Appraisal policy 2nd reading
- Schedule of School Day policy 2nd reading
- School Space policy 2nd reading
- Student Assignment policy 2nd reading
- Enhancing Student Achievement policy 1st reading
- Staff Time Assignment policy 1st reading
- Upcoming dates/events

Public Comment

Set time & date for next meeting

Adjourn

***Mercer County Senior High
SBDM Council
Regular Monthly Meeting
November 13th, 2023 - Draft Minutes***

The meeting was called to order by Mr. Tatum at 3:31 p.m. in the conference room #111. The following members of the council were in attendance:

Present : Spencer Tatum, Principal Kendra Rowland, Teacher Ekambaram Elumalai, Teacher Todd Davis, Parent Jessica Sanders, Parent Mike Floro, SBDM Secretary	Absent: Andrew Ashford, Teacher
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Agenda Approval

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

Minutes Approval

October Minutes were reviewed by the council.
Motion to accept: Dr. Eka, second by K. Rowland
Motion was approved by consensus.

Good News Report

- KSA Accountability scores were released to the general public on November 1st and MCSHS earned KDE's top academic performance rating with a BLUE rating.
- The overall indicator score of 82.3 placed MCSHS as the top high school in the Central Kentucky Education Cooperative.
- Football team won the regular season district championship and finished the regular season 9-1.
- Craig Yeast was named the 3A, District 4 "Coach of the Year".
- Thaddeus Mays was named the 3A, District 4 "Player of the Year".
- The boys and girls cross country teams finished 3rd in the region and they both advanced to the KHSAA State Cross Country meet at the Kentucky Horse Park.
- Marshall Hart placed 2nd and Same Lewis placed 4th, while Katie Lewis placed 7th in the regional Cross Country meet at Monticello.
- The boys Cross Country team placed 12th in the 2A State meet and Marshall Hart finished 9th out of 267 runners. The girls team finished in 17th place.
- Marshall Hart and Sam Lewis were named to the KTCCCA All-State Cross Country team.
- The marching band advanced to the KMEA state competition in Bowling Green where they finished 11th in Class 3A.
- Laykin Irvin and Blaize Slms were named to the 12th Region 2nd Team for the regular season.
- Grayson Guerra, Cameron Routon and Jace Good competed in the 4H Forestry competition at Carter Caves. 1st place in Tree ID were Grayson Guerra and Cameron Routon while Jace Good placed 2nd. In the Pacing and Compassing competition,

Cameron Roution came in 2nd place and Jace Good was 3rd place. Cameron Roution came in 2nd place in the overall competition.

- Red Ribbon week occurred the week of October 23-27 and the Harrodsburg Police department allowed our seniors to participate in a new Fatal Vision program that simulated the way that alcohol, marijuana, as well as opioids impair an individual.
- Presley Boyne and Kylie Mobley earned Superior Ratings at the Kentucky Thespian Festival in Owensboro. Kylie earned a Superior in Musical Theatre Solo and Musical Theatre Duet. Presley earned a Superior in Musical Theatre Duet. They will advance to the International Thespian Festival in June in Indiana.
- Veteran's Day assembly was held on November 9th and we had over 30 veterans in attendance.
- Taylor Curtsinger was selected as the school winner of the VFW "Voice of Democracy" essay contest.

Monthly Reports

Behavior:

- PBIS data and charts were presented (see SBDM packet). Data shows 315 total referrals (major and minor) from the start of school through 11/9/23. There were 227 majors and 88 minors. 9th grade had 128 referrals, 10th grade had 103 referrals, 11th grade had 54 referral, and 12th grade had 30 referrals.

Academic:

- 10/28: MCSHS gave the ACT to approximately 100 Juniors
- 11/13: MCSHS gave the ASVAB to 19 students

Budget:

- Section 6 - \$64,517.51
- District Activity Accounts - \$428,574.00
- Student Activity Accounts - \$51,338.00

Staffing Update:

- No Staffing Update for this month

Old Business

None

New Business

- Mr. Tatum present the School Report Card (see attached in the SBDM packet)
- KSA Accountability results were presented and MCSHS was labeled a "blue" or high performing school. (see SBDM packet for tables/information)

Policy Updates

Alignment with State Standards - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

Advanced Placement / Dual Credit Courses - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

Program Appraisal - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

Schedule of School Day - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

School Space - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

Student Assignment - 1st Reading

- No Changes

Motion to accept: K. Rowland, seconded by T. Davis

Motion was approved by consensus

Enhancing Student Achievement - Policy Review

- No Changes

Staff Time Assignment - Policy Review

- No Changes

Upcoming dates/events:

Nov. 29	Club Day
Dec. 1	Entrepreneur Fair
Dec. 1	Titan Singers Winter Concert
Dec. 6-9	Christmas Drama Production (A Suessified Christmas)
Dec. 9	ACT
Dec. 11	SBDM 3:30 pm
Dec. 12	Board meeting 5:30 pm
Dec. 15	PBIS Rewards Day

Dec. 21-Jan. 3	Christmas Break
Jan. 3	Teacher Plan Day
Jan. 9-10	CERT Testing
Jan. 15	MLK Day - No School
Jan. 16	Board meeting 5:30 pm
Jan. 22	SBDM 3:30 pm
Jan. 24	Club Day
Feb. 10	ACT
Feb. 21	Club Day
Feb. 26	SBDM 3:30
Mar. 12	Junior ACT Day

Public Comments

None

The next regular monthly meeting will be December 11th at 3:30 p.m in the conference room #111. The SBDM council was adjourned at 4:10 p.m. The motion was made by Dr. Eka and seconded by T. Davis. Motion was approved by consensus.

Submitted by Mike Floro, recording secretary

Good News Report – December 11, 2023

- Kendra Rowland was selected as “Teacher of the Month” by the student body.
- Football team ended their season with a 10-2 record.
- Gage Bennett, Byron Collier, Ashton Drakeford, JJ Goodman, Denim Griffieth, Kingston Mays, Thaddeus Mays, Gavin Rodriquez, and Landon Yates were named to the Football All-District team.
- Craig Yest was named the Advocate Messenger Area “Coach of the Year”.
- Thaddeus Mays, Ashton Drakeford, Byron Collier, Gavin Rodriguez, Kingston Mays, and Cameron Bottoms were named to the Advocate Messenger All Area team.
- Landon Howard and Nyla Gray were selected to the Kentucky All-State Choir.
- We had 22 students attend the Kentucky Youth Assembly meeting and they had a very successful trip. The delegation was named Outstanding Delegation and also won the Outstanding Bill Packet Award out of 46 schools. They were also awarded the distinction of being named a Premier Delegation.
- Ashley Howard brought home the award for Outstanding Media Corps and an Outstanding Delegate award.
- Logan Yates, Hope Reynolds, Will Dean, and Emily Ayala’s bill was awarded the #1 bill out of all of the bills (44 Bluegrass bills and 49 Commonwealth bills).
- The Titan Singers had their Winter Concert on December 1st.
- Retail marketing and business students had their Entrepreneur Fair on December 1st and it was a huge success.
- The drama program presented their Christmas show “A Seussified Christmas Carol” the weekend of December 8-9.

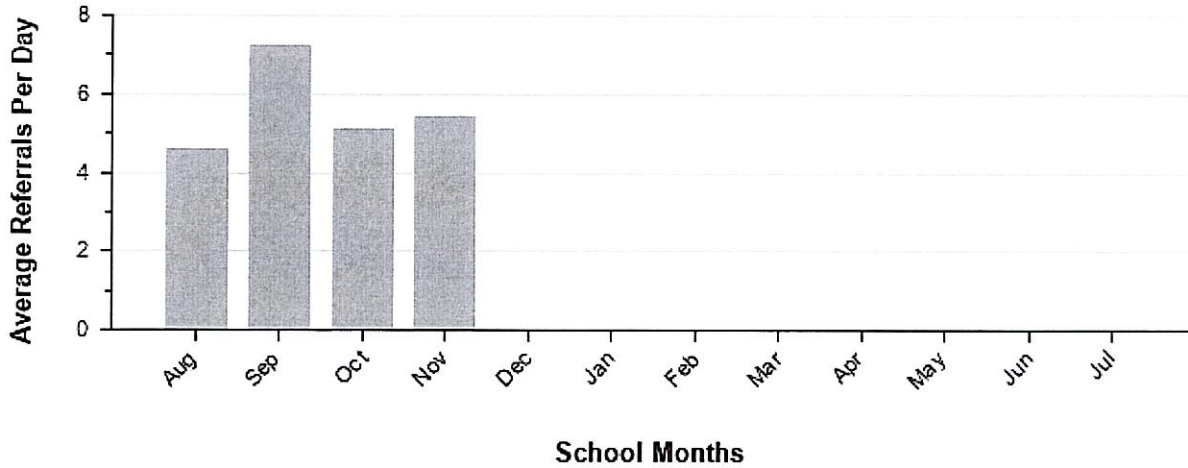
School Summary

2023-24

Outcome: All Referrals

Average Referrals Per Day Per Month

All, 2023-24

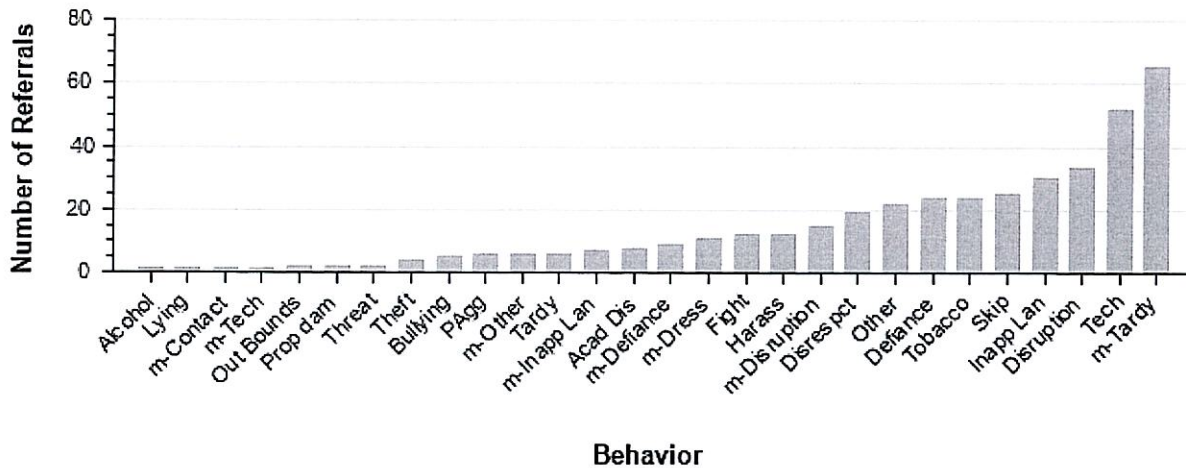


Data Table

Year	Month	Days Count	Referral Count	Referrals/School Day
2023	August	17	78	4.59
2023	September	19	137	7.21
2023	October	17	87	5.12
2023	November	19	103	5.42
2023	December	13	0	0.00
2024	January	19	0	0.00
2024	February	20	0	0.00
2024	March	21	0	0.00
2024	April	16	0	0.00
2024	May	10	0	0.00
2024	June	0	0	0.00
2024	July	0	0	0.00
Totals:		171	405	1.86

Referrals by Behavior

All, Aug 1, 2023 - Jul 31, 2024

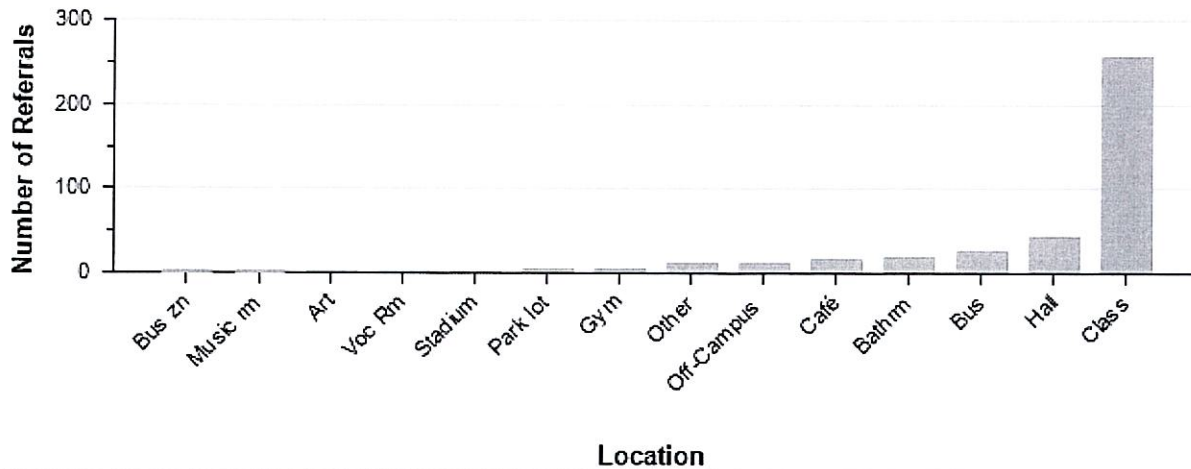


Data Table

Behavior	Frequency	Proportion	Additional Frequency
Use/Possession of Alcohol	1	0.25%	0
Lying	1	0.25%	0
Staff-managed (minor) - Physical Contact/Physical Aggression	1	0.25%	0
Staff-managed (minor) - Technology Violation	1	0.25%	0
Inappropriate Location/Out of Bounds Area	2	0.49%	0
Property Damage/Vandalism	2	0.49%	0
Threatening Behavior	2	0.49%	0
Theft	4	0.99%	0
Bullying	5	1.23%	0
Physical Aggression	6	1.48%	0
Staff-managed (minor) - Other	6	1.48%	0
Tardy	6	1.48%	0
Staff-managed (minor) - Inappropriate Language	7	1.73%	0
Academic Dishonesty	8	1.98%	0
Staff-managed (minor) - Defiance/Insubordination/Non-compliance	9	2.22%	0
Staff-managed (minor) - Dress Code Violation	11	2.72%	0
Fighting	12	2.96%	0
Harassment	12	2.96%	0
Staff-managed (minor) - Disruption	15	3.70%	0
Disrespect	19	4.69%	0
Other Behavior	22	5.43%	0
Defiance/Insubordination/Non-Compliance	24	5.93%	0
Use/Possession of Tobacco/Nicotine	24	5.93%	0
Skip Class	25	6.17%	0
Abusive Language/Inappropriate Language/Profanity	30	7.41%	0
Disruption	33	8.15%	0
Technology Violation	52	12.84%	0
Staff-managed (minor) - Tardy	65	16.05%	0
Totals:	405	100%	0

Referrals by Location

All, Aug 1, 2023 - Jul 31, 2024

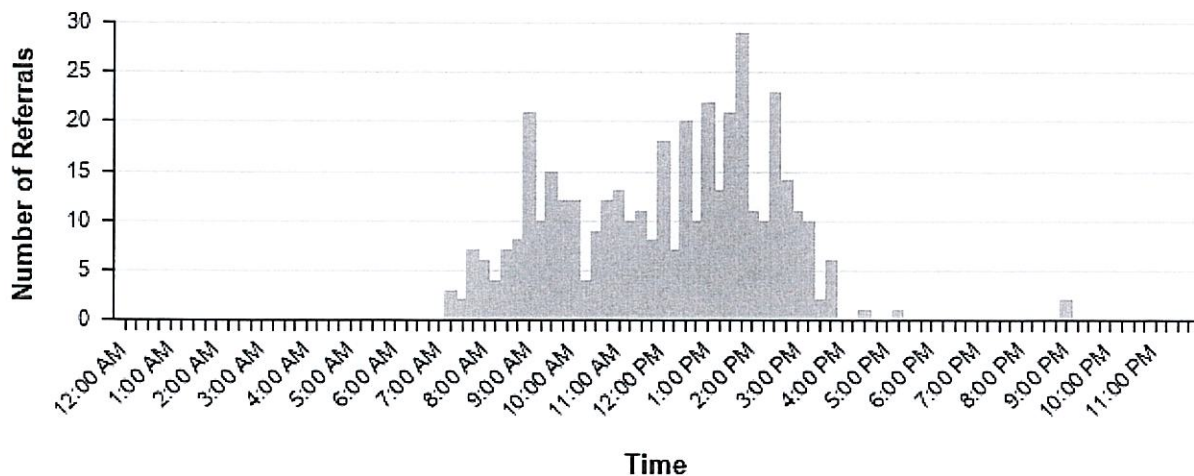


Data Table

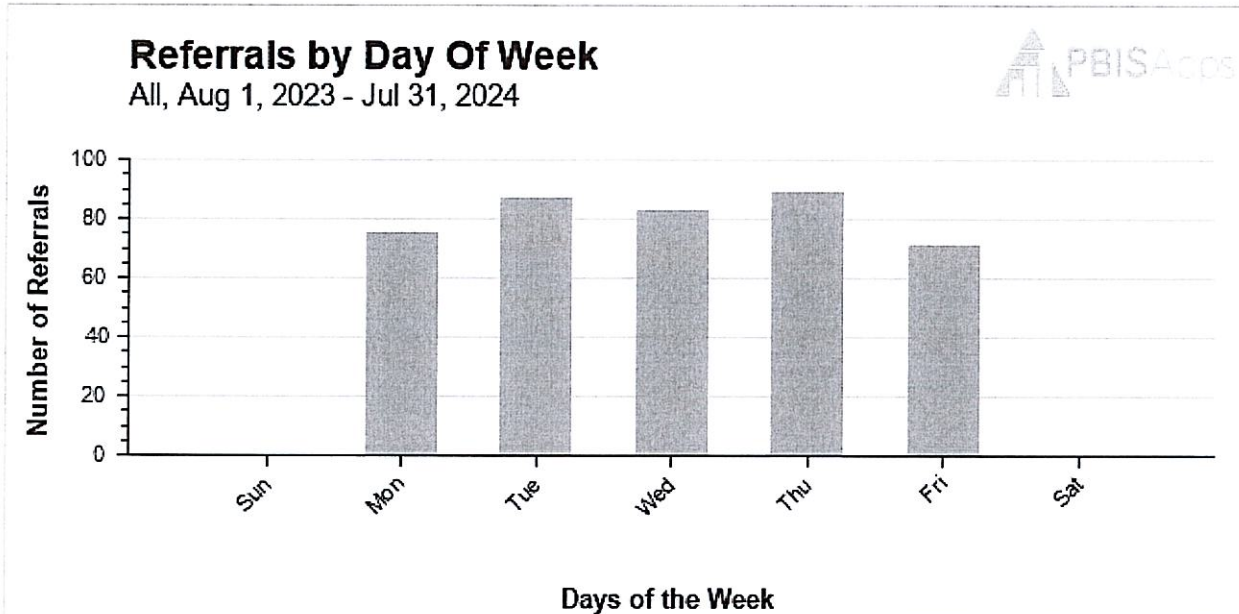
Location	Frequency	Proportion
Bus Loading Zone	1	0.25%
Music Room	1	0.25%
Art Room	2	0.49%
Vocational Room	2	0.49%
Athletic Field/Stadium	3	0.74%
Parking Lot	4	0.99%
Gym	6	1.48%
Other/Unknown Location	11	2.72%
Off-Campus	13	3.21%
Cafeteria	17	4.20%
Bathroom/Restroom	20	4.94%
Bus	26	6.42%
Hallway/Breezeway	43	10.62%
Classroom	256	63.21%
Totals:	405	100%

Referrals by Time

All, Aug 1, 2023 - Jul 31, 2024



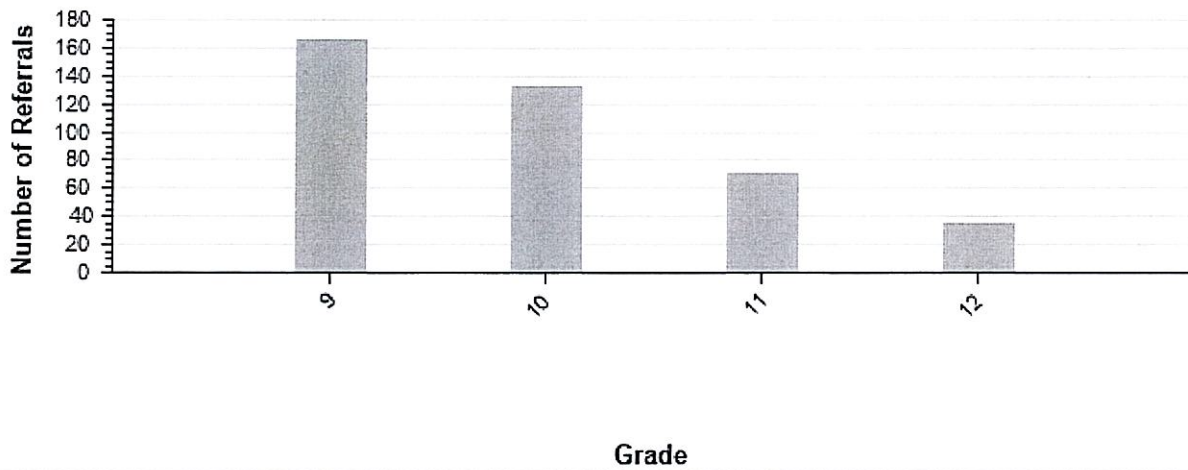
2120182898	5	2.17%
2120868558	5	2.17%
2120160144	6	2.61%
2120129724	6	2.61%
2120182895	6	2.61%
2120949121	6	2.61%
2120227097	6	2.61%
2120189957	7	3.04%
2120259091	7	3.04%
2120349322	8	3.48%
2120412488	8	3.48%
2120411756	8	3.48%
2120437058	8	3.48%
2120624816	9	3.91%
2120449629	11	4.78%
Totals:	230	100%



Data Table		
Day	Frequency	Proportion
Sunday	0	0.00%
Monday	75	18.52%
Tuesday	87	21.48%
Wednesday	83	20.49%
Thursday	89	21.98%
Friday	71	17.53%
Saturday	0	0.00%
Totals:	405	100%

Referrals by Grade

All, Aug 1, 2023 - Jul 31, 2024



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	166	40.99%
10	133	32.84%
11	71	17.53%
12	35	8.64%
Post 12	0	0.00%
Totals:	405	100%

Section 6 Accounts	2023-24	Balance as of December 6, 2023
Other Certified	425	335.00
Certified Substitute Salary	1,800	1,170
Employer Medicare Contribution	50	39.7
KTRS Employer Contribution	75	53.4
KSBA Unemployment Insurance	25	20.5
Registration Fees	3,500	2,532.00
Security Services		-483.60
Other Professional Services	500	30.00
Copier Rental	15,000	0.00
Postage & PO Box Rental	2,750	230.00
Telephone	1,750	650
Travel	3,500	2,802
General Supplies	50,000.00	19,815.45
Food Non Instructional Non Food Service		-102.96
Library Books (Library)	2,000	896.62
Supplementary Books/Study Guides	100	100.00
Computer Related Supplies	4,000	1,948
Health Supplies	324	0
Dues & Fees	2,500	36.38
Other Miscellaneous	23,054	9,740
Food Instructional Non Food Service	3,600	0
Other Repairs and Maintenance	160	0.00
General Supplies (School supplies)	18,132	7,595.85
General Supplies (Custodial)	11,604	-550.85
TOTAL	144,849.00	46,769.14

<i>District Activity Accounts @ Central Office</i>	<i>Balance as of December 6, 2023</i>
Blood Center Scholarship	820.00
Destitute Senior	312.00
Driver's Education	11,700.00
General Fund	18,864.00
Ag Shop	6,380.60
AP Exam	1,964.00
Art	1,054.00
Band	1,034.00
Chorus	52.00
Drama	13,287.00
English	7
Class of 2024	6,826.00
Foreign Language	579.21
Horticulture	85,843.00
Library Book Fair	711.00
Class of 2025	689.91
Yearbook	2,567.00
Pictures	699.70
Senior Trip	55.93
Special Education	252.42
Summer School	12,462.80
Technology	3455
Class of 2026	3,623.19
Textbooks	3,455.00
College Tech Educational	1,153.83
Staff Fund	1,310.00
Col. Chinn Scholarship	500.00
Alvis Johnson Scholarship	2,190.00
School Store	3,770.00
General Athletics	61,269.47
Archery	1,195.00
Baseball	503.00
Boys Basketball	1,309.00
Girls Basketball	730.00
Cheerleading	3,498.13
Cross Country	1,236.00
Dance	1,839.00
Football	3,121.00
Football Bowl Game	36,451.00
Football Supplemental	7,960.00
Golf	2,317.00
Boys Soccer	700.00
Girls Soccer	3,299.00
Softball	2,179.43
Boys Tennis	4,262.93
Girls Tennis	3,990.85
Track	2,960.02
Volleyball	636.00
Bass Fishing	3,099.00
Heart of the Bluegrass	16,094.49
Athletics Supplemental	3,773.00
Gate Receipts	60,838.00
Athletic Training	225.00
TOTAL	409,122.00

Student Activity Accounts @ Central Office Balance as of December 6, 2023

Thirst Club	24
Y-Club	498.00
Fellowship of Christian Athletes	958
Unity Club	206.01
FCCLA	4,882.00
Engineering Club	684
Educator Rising	172
National Honor Society	2350
Spanish Club	835.00
Student Council	1847
Key Club	65
Envirothon Team	75
Book Club	639
Beta Scholarship	170
Academic Team	371
Band	0.00
Project Graduation	3,653.00
DECA Club	1,003.00
Board Game Club	328.00
Field Trips	91.00
Beta Club	1,590.00
FFA	25,835.00
School Store	202
Student Vending	674.00
Pep Club	656
Weightlifting	1334
Chess Club	721
TOTAL	49,871.00

Guidelines for Building an Improvement Plan

- There are 7 required high school-level goals:
1)State assessment results in reading and mathematics, 2)State assessment results in science, social studies, and writing, 3)English Learner Progress, 4)Quality of School Climate and Safety, 5)Postsecondary Readiness, 6)Graduation Rate, 7)Achievement Gap

1: State Assessment Results in Reading and Mathematics Goal

Goal 1: To reduce the percentage of Novice from 17% to 12% in 10th grade Reading scores. To reduce the percentage of Novice from 25% to 15% in 10th grade Mathematics scores.

2: State Assessment Results in Science, Social Studies, and Writing Goal

Goal 2: To reduce the percentage of Novice from 34% to 25% in 11th grade Science scores. To reduce the percentage of Novice from 23% to 18% in 11th grade Social Studies scores. To improve the Combined Writing index score of all students in writing from 77.9% to 83% as defined by the On-Demand writing assessment in 2023-24.

3: English Learner Progress Goal

Goal 3: To continue to reduce the percentage of Novice in all content areas for all English Language Learners.

4: Quality of School Climate and Safety Goal

Goal 4: To improve the quality of school climate and safety goal from 71.7 to 75.

5: Postsecondary Readiness Goal

Goal 5: To improve the Postsecondary Readiness (academic and career) score from 92.9 to 95% by 2023-24.

6: Graduation Rate Goal

Goal 6: To improve the graduation rate goal from 95.7% to 99.0% by 2023-24.

7: Achievement Gap Goal

Goal 7: To reduce the percentage of Novice in the gap group of "Economically Disadvantaged" on the Kentucky Summative Assessment Math section from 34% to 30% in 2023-24.

ALIGNMENT WITH STATE STANDARDS POLICY

ALIGNMENT 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 and our programs are aligned with state standards. Analysis will include performance levels of each demographic group in the school.
- Systematic work to discover and correct the causes of barriers to high performance by all students and the movement of students toward our goals.

We will implement this process to address our alignment with state standards, and the resulting plan will be monitored by the council through ongoing progress notes.

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our school improvement planning process.

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.

AP Final Course Grade Percentage Adjustments

- If a student takes an AP course and scores a 3 on their respective AP Exam, the student's cumulative final course average will be raised by 4 percentage points.
- If a student scores a 4 on the AP exam, their final course average will be raised by 8 percentage points.
- If a student scores a 5 on the AP exam, their final course average will be raised by 12 percentage points.
- No students can receive an altered cumulative average above 100%.

Approved: _____ Chairperson: _____

PROGRAM APPRAISAL POLICY

PROGRAM APPRAISAL NEEDS ASSESSMENT

Our improvement planning process will include:

- an analysis of our Kentucky Summative Assessment (KSA) 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.
- 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: _____

SCHEDULE OF SCHOOL DAY POLICY

Criteria for Developing the Master Schedule

Our schedule will:

- Give all students access to all classes, avoiding conflicting schedules of specialized classes and preventing any exclusion related to cultural background, physical abilities, socio-economic status, and intellectual status.
- Provide students with the learning time they need, including technology access to complete writing assignments and other learning activities.
- Promote efficiency and effectiveness, including protecting instructional time.
- Allow all teachers equitable planning and time to collaborate on a regular basis.
- Provide equitable access to effective teachers for all students, including opportunities for teachers to switch assignments to capitalize on in-depth knowledge of specific subjects.
- Facilitate teacher opportunities to adjust the length of class periods when needed.
- Promote reasonable and appropriate enrollments for all classes and appropriate numbers of students each teacher works with in the course of a day.
- Respect the beginning and ending times of the school day and school calendar year as established by the local board of education.

Process For Developing the Master Schedule:

Annually, the principal, with input from committee members and help, if necessary, from designees, will develop a master schedule for the school day that includes any identified or needed changes. The following procedures will be used:

- Review student performance data, survey data (if available) from students, parents, and staff, and other input from staff on how well instructional time is being used and what changes (if any) are needed.
- Brainstorm current time barriers to implementing needed changes and meeting student needs and ways the schedule might be changed to remove those barriers.
- Discuss advantages and disadvantages of various changes, focusing on the criteria listed in the first section of this policy.
- Consider pertinent data from programs outside the regular classroom — arts, health, vocational studies, etc. — to determine changes needed or extra time needed in these areas.
- Student class requests will be given priority as possible.
- Based on the above work, those involved will consult with the principal and make recommendations concerning schedule changes for the coming school year no later than the end of February.
- By the 1st of April, the principal (and/or designees) will prepare a schedule for the coming school year including changes (if any) and notify the staff.
- No later than June 30th the principal will report as an FYI item to the council on the schedule for the coming year.

Approved: _____ Chairperson: _____

SCHOOL SPACE POLICY

CRITERIA FOR ASSIGNING SCHOOL SPACE

The principal will assign the use of school space during the school day in a manner that will:

- take each student's developmental needs into account
- facilitate the implementation of our school improvement plan
- provide needed space to implement successful classes and programs
- maximize staff opportunities for sharing resources, mentoring, and collaboration with teachers and students of similar grade levels, subject areas, or collaborative group

CLASSROOM SPACE ASSIGNMENTS

To assign classroom space, the principal will:

- assign classroom space, in June, based on the criteria in the first section of this policy. The Principal will notify all staff members of their individual assignments and also notify the council of those assignments.

ALTERING CLASSROOM SPACE ASSIGNMENTS

After assigning classroom space, the principal may alter those assignments:

- when necessary to respond to unanticipated enrollment or staffing changes
- when the principal and affected teachers agree that a change is needed
- when the council changes other policies or the school improvement plan and recognizes in the minutes that those changes may require school space changes that cannot be delayed until the next school year.

For non-classroom space, the principal shall make decisions based on the criteria listed above after consulting with staff members who work or will work in any space affected by change.

Approved: _____ Chairperson: _____

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: _____

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.

Approved: _____ Chairperson: _____

Upcoming Dates

Dec. 11	SBDM 3:30 pm
Dec. 12	Board meeting 5:30 pm
Dec. 14	Winter Band concert 7:00 pm
Dec. 15	PBIS Rewards Day
Dec. 20	Staff breakfast 7:30 am
Dec. 20	Early dismissal 1:35 pm
Dec. 21-Jan. 3	Christmas Break
Jan. 3	Teacher Plan Day
Jan. 9-10	CERT Testing
Jan. 12	Winter Homecoming basketball game
Jan. 13	Winter Homecoming Dance 8:00 - 11:00 pm
Jan. 15	MLK Day - No School
Jan. 16	Board meeting 5:30 pm
Jan. 22	SBDM 3:30 pm
Jan. 24	Club Day
Jan. 29	Senior Parent Night/FAFSA Night 6:00 pm
Feb. 10	ACT
Feb. 19	President's Day (potential makeup day)
Feb. 21	Club Day
Feb. 21	Blood Drive
Feb. 26	SBDM 3:30
Mar. 12	Junior ACT Day
Mar. 18-29	EOP Testing window
April 1-5	Spring Break
April 13	ACT
April 13	Prom 8:00 - 11:00 pm
April 16-17	CERT Testing
April 17	Club Day
April 24-28	Spring Musical (Anastasia)