

SBDM Council Minutes - Briarwood Elementary

Special Called SBDM Meeting Minutes

July 19, 2023

4:00 p.m. - Drakes Creek Middle School

1. Opening Business
 - a. Call to Order at 4:00 pm by Mr. Jones
 - b. Attendance: Scott Jones, Zach Simpson, Leslie Smothers, Laura Beth McKew (virtually), Renee Johnson & Sarah Anderson

2. New Business
 - a. Election of Vice-Chairperson Renee Johnson {motion by Simpson; second by Johnson; passes by consensus}
 - b. Election of Secretary Leslie Smothers {motion by Anderson; second by McKew; passes by consensus}
 - c. Purpose of SBDM
 - d. Council members receive the following documents:
 - i. [KRS 158.195](#)
 - ii. [KRS 158.183](#)
 - iii. [The Kentucky Open Records and Open Meetings Act](#)
 - iv. [Managing Government Records](#)
 - e. [Review Briarwood SBDM Council Bylaws](#)
 - f. [Review Briarwood SBDM Council Policies](#)
 - g. [Review 2022-2023 CSIP](#)
 - h. Set SBDM Council Meeting Dates and Times for 2023-2024
 - i. Second Monday at 4:15 pm in the library
 - ii. If out of school, meetings will be the following Monday
 - i. [Approve 2023-2024 Master Schedule](#) {motion by Anderson; second by Simpson; passes by consensus}
 - j. [Approve 2023-2024 Initial Title I Budget](#) {motion by McKew; second by Johnson; passes by consensus}
 - k. [Approve 2023-2024 Title I Program Description](#) {motion by Simpson; second by Anderson; passes by consensus}
 - l. Approve Assistant Principal as surrogate principal to make purchases, sign purchase orders, etc. in the event of an extended absence by the principal {motion by Johnson; second by McKew; passes by consensus}
 - m. Approve Position Request
 - i. Instructional Assistant - RtI - 180 days/7 hrs per day - Title I -310K funds {motion by Anderson; second by Johnson; passes by consensus}
 - n. Approve 5 additional extended days - School Counselor (Title I - 310K funds) {motion by Anderson; second by McKew; passes by consensus}

- o. Approve 5 additional extended days - IC Clerk (Title I - 310K funds) {motion by Simpson; second by McKew; passes by consensus}
 - p. Approve student activity accounts: General Fund, Robotics, Physical Ed, Jump Rope, Talent Show, Grade Level Field Trips, Leadership, Archery, Gifted & Talented, Beta Club, Library, Music, Donations, & Journalism {motion by McKew; second by Johnson; passes by consensus}
 - q. Job Posting Update
 - i. Job ID #7175 - Instructional Assistant (STEAM Lab) - 22.5 hours per week - 108 days/7.5 hrs per day - SC5X funds
 - ii. Job ID #7176 - Instructional Assistant - 15 hours per week - 180 days/3 hrs per day - SC5X funds
 - r. [Extracurricular Supplements for 2023-2024](#) {motion by McKew; second by Simpson; passes by consensus}
 - i. Hoppin' Huskies Jump Rope Team - Joe Blair - \$100 - District funds
 - ii. Beta Sponsor - Lindsey McElroy - \$250 - District funds
 - iii. Academic Team Content Coach - Math - Zach Simpson - \$100 - District funds
 - iv. Yearbook Sponsor - Halle Blair - \$250 - SC6X
 - v. Webmaster - Sarah Anderson - \$500 - District funds
3. Enter closed session for the purpose to discuss items where state or federal law specifically requires privacy as permitted by KRS 61.810(1)(f) of the Kentucky Open Meetings Act - discuss candidates for a personnel vacancy and/or consultation in filling vacancies & review Briarwood Elementary School's Emergency Management Plan
4. Consultation
- a. Motion to enter closed session by McKew; second by Anderson; pass by consensus
 - b. Motion to exit closed session by Anderson; second by McKew; passes by consensus
- Consultation to hire Ashleigh Brown-Harper for classroom teacher
–Reviewed and approved Emergency Management Plan
5. Upcoming Events
- a. Next SBDM Meeting - Monday, 14th at 4:15 pm in the library
 - i. Adjourn at {motion by McKew; second by Johnson; passes by consensus}

Principal

Secretary