

July 30, 2025 SBDM Regular Meeting Agenda

Caywood Conference Room
SBDM July Regular Meeting
Wednesday, July 30, 2025 4:00pm

OPENING BUSINESS

- 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:  July 16, 2024 SBDM Regular Meeting Agenda Minutes
- Good News
- Public Comment

COMMITTEE REPORTS

- None

OLD BUSINESS

None

NEW BUSINESS

- **Approval of Behavior Referral Process/PBIS and District Policy Update/Code of Conduct**  Caywood PBIS & Matrix [2025-2026 District Code of Conduct](#)
- **Emergency Plan Updated for 2025-2026- Review**
- **Title I Parent Compact and Policy Review and Approval**
Compact- (PDF) Attached- hard copy
 ***DRAFT* Parent and Family Engagement Policy.docx**
 **Title I Caywood Letter- Beginning of year 2025**
- **All Principals- SBDM Annual Paperwork Due August 30**-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).
 1. This is required for all parents who are either new to SBDM or have had a break in their service.
 2. Please contact Peggy Beckerich in HR at (859) 344-8888 to set up an appointment for that check to be done.

3. 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](#)

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 30** (Note: #3 and #7 look very similar, so be sure you are getting the correct one to her.) She will send all signed Certificates of Distribution to the Attorney General for you.