

July 30, 2025 SBDM Regular Meeting Minutes

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

OPENING BUSINESS Reading of the Mission Statement

- Meeting was called to order at 4:00 by Kim Mott
 - Members in attendance: Justin Beale, Kim Mott, Lauren Olson, Jennifer Shutte, Brenda Whitaker
- Approval of Minutes from: July 16, 2024 SBDM Regular Meeting Agenda Minutes
 - Motion by L Olson, seconded by Brenda
- Public Comment - No public in attendance
- No old business to consider

COMMITTEE REPORTS

- FEAT Committee - Lauren Olson representing.
 - Committee has drafted a Title I Parent Compact and Policy for Review and Approval
 - **Compact** was shared in hard copy
 - Council discussed, motion to approve the letter with one revision J Beale, second by J Shutte
 - ***DRAFT* Parent and Family Engagement Policy.docx**
 - Council discussed, motion to approve the letter with one revision J Beale, second by J Shutte
 - **Title I Caywood Letter- Beginning of year 2025**
 - Council reviewed, motion to approve the letter with one revision J Beale, second by J Shutte

NEW BUSINESS

- **Approval of Behavior Referral Process/PBIS and District Policy Update/Code of Conduct**
 - [2025-2026 District Code of Conduct](#)
 - Kim Mott presented the current KCSD code of conduct to the council
 - Kim Mott presented the Caywood PBIS & Matrix for review & approval
 - Council discussed, motion to approve by B. Whitaker, second by J Shutte
- **Emergency Plan Updated for 2025-2026- Review**
 - Council discussed, motion to approve by B Whitaker, second by L Olson
- **Council completed annual paperwork requirements**
 - Managing Government Records
 - The Kentucky Open Records and Open Meetings Acts
 - KRS 158.183

- KRS 158.195
 - Approval letter to communicate via email
 - Certificate of Distribution
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- **Motion to adjourn at 5:28 pm by Kim Mott, second by B. Whitaker**