

Mercer County Senior High School School Based Decision Making Council

“Regular Meeting Agenda”

December 15th, 2025

3:15PM - Conference Room 169

Members:

Mike Floro, Principal & Chair
Ekambaram Elumalai, Teacher Representative
Kendra Rowland, Teacher Representative
Andrew Ashford, Teacher Representative
Todd Davis, Parent Representative
Andrea Whitenack, Parent Representative
Brian Rowland, Council Secretary

*of School Day - 1st Reading Student
Assignment - 1st Reading Staff Time
Assignment - Policy Review
Principal Selection - Policy Review
Program Appraisal - Policy Review*

Opening Business

- Welcome
- Agenda Approval
- [November Minutes](#)
- [Good News Report](#)

Monthly Reports

- [Staffing / Job Postings Update](#)
- [Behavior/PBIS Report](#)
- Academic Progress Check
- [Budget Report](#)

Old Business

- None

New Business

- [KASC Graphs](#)
- All American Publishing - Tshirts for Student Council
- Review and add Grade Adjustment to Dual Credit Classes Policy
- FRYSC SBDM / Principal Agreement
- New SBDM Policy - Booster Club Fundraisers and Reporting
- [Planning Policy - 2nd Reading](#)
- [Curriculum Policy - 2nd Reading](#)
- [Discipline and Classroom Management Policy - 2nd Reading](#)
- [Instructional Practices - 1st Reading](#)
- [School Space - 1st Reading Schedule](#)

Upcoming Dates and Events

- [Calendar](#)

Public Comment

Set Time and Date for Next Meeting

Adjourn

***Mercer County Senior High
SBDM Council
Regular Monthly Meeting
November 17, 2025 – Draft Minutes***

The meeting was called to order by Mr. Floro at 3:18p.m. in the Conference Room. The following members of the council were in attendance:

Present : Mike Floro, Principal Kendra Rowland, Teacher Ekambaram Elumalai, Teacher Todd Davis, Parent Andrea Whitenack, Parent	Absent: Andrew Ashford, Teacher Brian Rowland, SBDM Secretary
---	--

Agenda Approval

Motion to accept: **Dr. Eka made a motion to accept the Agenda and a second by Andrea Whitenack**

Motion was approved by consensus.

Minutes Approval

October minutes were reviewed by the council.

Motion to accept: **Dr. Eka made a motion to accept the October minutes and a second by Todd Davis.**

Motion was approved by consensus.

Good News Report

– November 17, 2025

- FFA Radio Auction was a success, especially with the change in venue from Farmers Bank to MCSHS.
- Blood Drive was a huge success. Goal was 18 units. We had 49 scheduled appointments. Out of those, we collected 33 good units.
- Band Community Performance - raised over \$1000 and had over 300+ people in attendance.
- On 10/20, BETA club inducted 63 new members into the MCSHS National BETA club.
- Maddi Baker, Kobie Shirley and Aniston Keller were recognized at the BOE meeting on 10/21. Maddi for setting the national discus record for Freshman at New Balance Nationals this summer, Kobie for being named a National Merit Semi-Finalist, and Aniston for being the superior Titan of the Month.
- Anne Whitenack was 1 of 12 players, selected by 12th region coaches, to the 12th Region / All Region Team. Anne was voted to the 2nd team - ALL 12th Region for girls volleyball. (12th Region coaches cannot vote for players on their own team)
- Addisen Shepherd was selected to the 46th district - All district team for girls volleyball.

- On 10/24, Trailblazer hosted a welding competition sponsored by KWI. 7 schools and over 50 welders competed. Jackson Burchett won 4th place and Trailblazer students won the 1st overall team.
- MCSHS participated in Red Ribbon week, the week of 10/27 through 10/31. It culminated with a student/staff swap dress up day. A good time was had by all.
- On 10/26, all band, cheerleading, and football seniors were recognized at Senior Night during the home football game.
- 10/25, MCSHS Band placed 4th overall at State.
- 10/25, MCSHS Cheer placed 1st at the Bullitt Bash
- 10/25, MCSHS Cross Country Boys finished 3rd in the region and advanced to state. Cross Country Girls had 2 individual qualifiers,
- MCSHS Performing Arts held "Toil and Trouble" - A murder mystery dinner in the MCSHS Cafeteria. It was a great evening of food and fun.
- 10/29, MCSHS sent a group of interested seniors on a college visit to Berea College. 23 students participated.
- 10/30, MCSHS Educator's Rising took 14 students from MCSHS to Kentucky's College of Education Open House.
- 10/31, Mercer County FFA got to attend the National Conference in Indianapolis
- 11/1, Boys Cross Country Team competed in state, and there were 2 girls cross country that competed in state.
- 11/1, MCSHS Cheerleading took 1st place at The Americas Cheerleading Cup in Louisville.
- 11/7, Congratulations to Gracie Caton, MCSHS Teacher of the Month for November.
- 11/8, MCSHS Cheerleaders won 1st place in the region, held at Mason County for the Gameday Small competition. They will compete at the State competition at GRC later in December.
- 10th grader Lauryn Maddox won the VFW Voice of Democracy Essay contest. She got a check for \$100. She will advance to the district competition for a chance to win \$250.
- 11/15, MCSHS Cheerleading placed 6th out of 15 and qualified for the first time ever, to attend UCA Nationals at Disney later this school year.

Monthly Reports

Staffing Update:

As of today, there are zero vacancies in our building.

Libby Cobb was hired in the Secretary position and will begin Dec 10th. MSD posting was removed due to classroom numbers that decreased. MSD Instructional assistant position was filled by Jessica Sanders.

Behavior:

Total Referrals -	208	through Nov 16	9th Grade - 91
Minor -	68		10th Grade - 41
Major -	140		11th Grade - 46
			12th Grade - 30

Academic:

ASVAB test was taken by 9 students today (November 17) and there are 100 students taking the SAT December 6.

Budget:

Section 6 - Last month was \$39, 587.16- This Month is \$36,144.88

Student Activity - Last month was \$382,091.34. This month is \$371,486.67

District Activity - Last month was \$22,261.74. This month is \$26, 065.09

Old Business

None.

New Business

- KSA Update: Mr. Floro updated the council on school data vs. state data for the KSA results. Information is still embargoed. Data goes live Wednesday November 19.
- CSIP Update: Mr. Floro reviewed the second phase of the CSIP.
- Club Dues / Student Handbook. Council discussed reimbursing club dues if a student chooses to quit a club. The council agreed unanimously that club dues will not be reimbursed and information will be added to the Student Handbook.
- Alignment with State Standards Policy - 2nd Reading - Andrea Whitenack made a motion to accept the policy. Dr. Eka Seconded the motion. All were in consensus.
- Budget and Spending Policy - 2nd Reading-Dr. Eka made a motion to accept the policy. Kendra Rowland seconded the motion. All were in consensus
- Committee Policy - 2nd Reading- Dr. Eka made a motion to accept the policy. Todd Davis seconded the motion. All were in consensus
- Consultation Policy - 2nd Reading- Dr. Eka made a motion to accept the policy. Kendra Rowland seconded the motion. Consensus was not achieved and Mr. Floro will look into clarification on classified vs. certified. Mr. Floro will check with KASC and report back at the next meeting.
- Enhancing Student Achievement Policy - 2nd Reading -Andrea Whitenack made a motion to accept the policy. Dr. Eka seconded the motion. All were in consensus
- Planning Policy - 1st Reading- Andrea Whitenack made a motion to accept the policy. Dr. Eka seconded the motion. All were in consensus
- Curriculum Policy - 1st Reading- Dr. Eka made a motion to accept the policy. Todd Davis seconded the motion. All were in consensus
- Discipline and Classroom Management Policy - 1st Reading- Kendra Rowland made a motion to accept the policy. Andrea Whitenack seconded the motion. All were in consensus
- Instructional Practices - Policy Review -Council suggested no changes to the Instructional Practices Policy.
- School Space - Policy Review-Council suggested no changes to the School Space Policy.
- Schedule of School Day - Policy Review - Council suggested no changes to the Schedule of School Day Policy.

- Student Assignment - Policy Review- Council suggested no changes to the Student Assignment Policy.

Upcoming dates/events:

The list was reviewed by Mr. Floro. He will continue to share dates with the staff weekly.

Public Comments

None.

The next regular monthly meeting will be December 15 at 3:15p.m. The SBDM council was adjourned at 4:43 p.m. The motion was made by Kendra Rowland and seconded by Dr. Eka. Motion was approved by consensus.

Submitted by Kendra Horn Rowland, recording secretary

Good News Report – December 15, 2025

- **Claire Hall (9th Grade)** auditioned and was accepted into the Kentucky All State Junior High Choir! She was one of only 400 selected throughout the entire state. She will go to Louisville in February and rehearse and perform at the Kentucky Music Educators Association Professional Development Conference
- Trailblazer student Hunter White took 1st place in Industrial Electrical, and Rylan Lake took 2nd place in Industrial Electrical at the CTC Inaugural Capital City Electrical Classic on 11/17 in Franklin County.
- MCSHS had a very successful KYA. Will Dean was elected as a presiding officer as the new president of the Senate. Logan Yates, Emily Ayala, and Abigail Woods had their bill passed by both houses. Emily Ayala was named outstanding delegate. Lobbyists Ashley Guse, Paxton Holloway, and Melia Roach did a great job representing MCSHS. Melia Roach received an award for Outstanding Speaker.
- Big shout out to all of our Drama students and Ms. Givens for a great Fall production of Frankenstein.
- Congratulations to our newest members of NHS, who were inducted on 11/24.
- MCSHS was named a top 20% school in the state for ACT composite scores from the 2024-25 school year.
- Mark Stigall was named the inaugural recipient of the MCSHS Lady Titans Basketball #1 Titan of the Week for the first week of December.
- Congratulations to Gracie Caton for being named Teacher of the Month for November.
- Congratulations to Makenzie Feringa for being named Teacher of the Month for December.
- MCSHS had two 1st place finishers in wrestling @ their 12/6 tournament. Mijaia Dunn was 1st in 175, and Trinity Drew as 1st in 113 @ Eastern High School in Louisville.
- MCSHS had over a dozen students perform at the Piano Showcase on 12/8 at the Harrodsburg Christian Church.
- High School Archery placed first at their first tournament of the season 12/6. Highest Male finishers were Billy Vaught and Jeffrey Lay, both with a 279/300. Highest finishing females were Norah Martin and Khloe Maddox, both with a 278/300.
- Congratulations to Peyton Stamps, on being named the Superior Titan of the Month for December. She will be recognized at the BOE meeting on 12/16.

December 15th 2025 - MCSHS SBDM Staffing Update

Per the minutes of the 11/17/25 SBDM Meeting, MCSHS had the following openings:

NONE

Since the 11/17/25 SBDM Meeting, MCSHS has the following open positions:

NONE

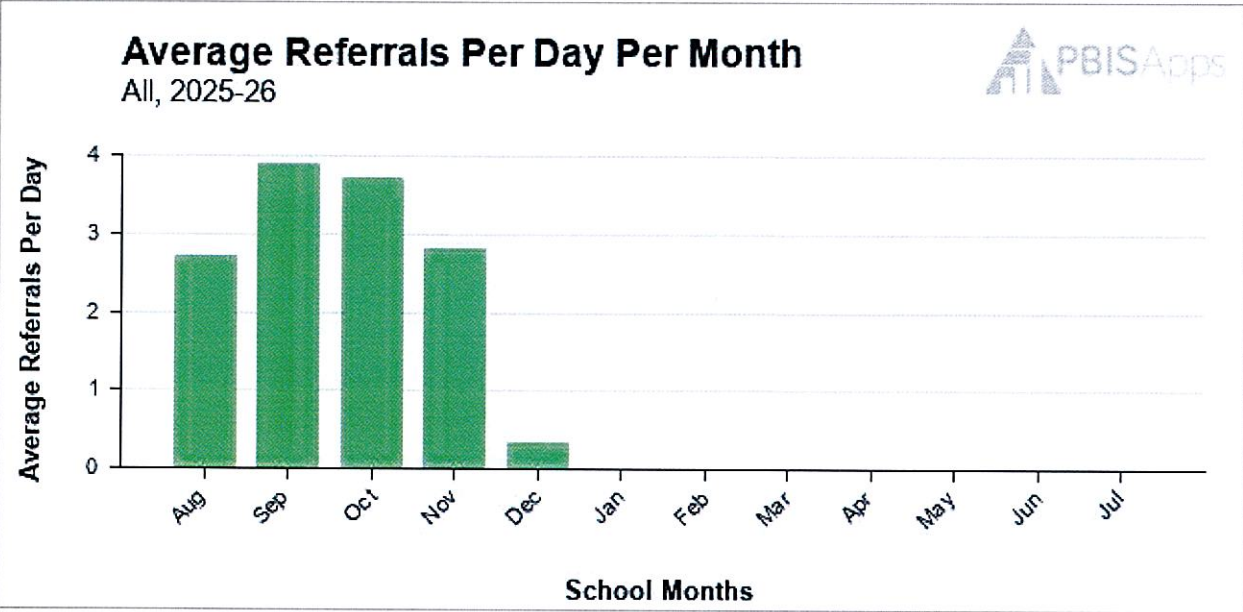




School Summary

2025-26

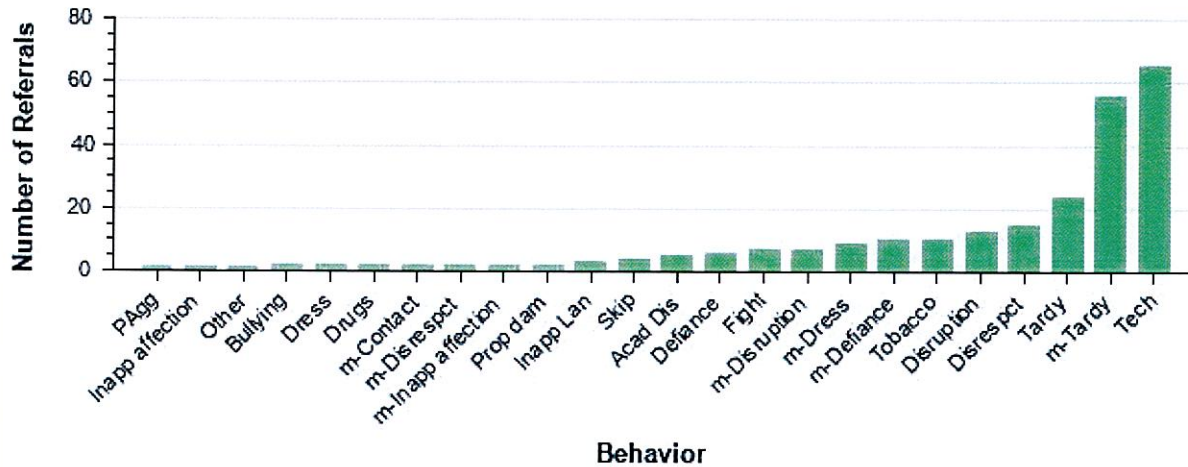
Outcome: All Referrals



Data Table				
Year	Month	Days Count	Referral Count	Referrals/School Day
2025	August	18	49	2.72
2025	September	21	82	3.90
2025	October	18	67	3.72
2025	November	17	48	2.82
2025	December	15	5	0.33
2026	January	18	0	0.00
2026	February	19	0	0.00
2026	March	20	0	0.00
2026	April	19	0	0.00
2026	May	14	0	0.00
2026	June	0	0	0.00
2026	July	0	0	0.00
Totals:		179	251	1.13

Referrals by Behavior

All, Aug 1, 2025 - Jul 31, 2026

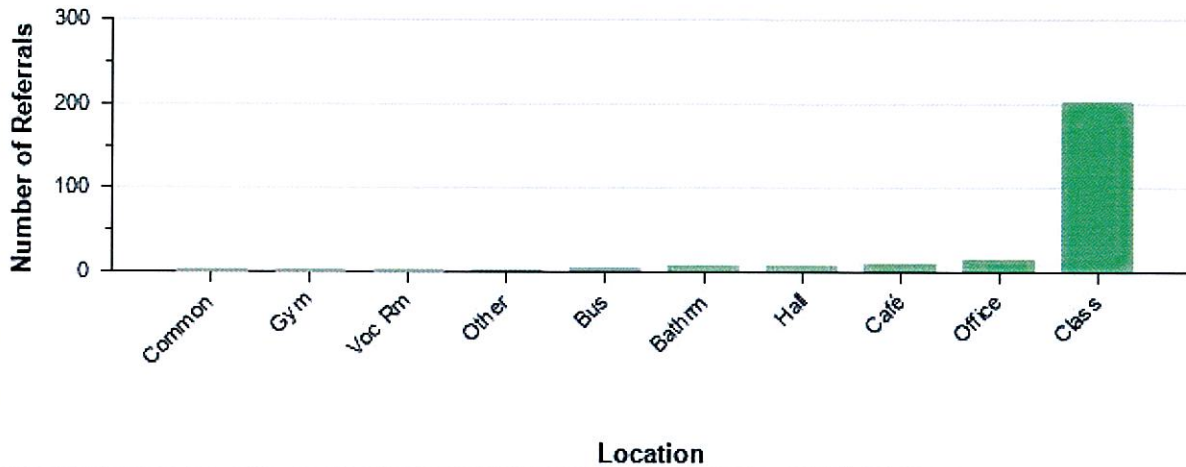


Data Table

Behavior	Frequency	Proportion	Additional Frequency
Physical Aggression	1	0.40%	0
Inappropriate Display of Affection	1	0.40%	0
Other Behavior	1	0.40%	0
Bullying	2	0.80%	0
Dress Code Violation	2	0.80%	0
Use/Possession of Restricted Substances	2	0.80%	0
Staff-managed (minor) - Physical Contact/Physical Aggression	2	0.80%	0
Staff-managed (minor) - Disrespect	2	0.80%	0
Staff-managed (minor) - Inappropriate Display of Affection	2	0.80%	0
Property Damage/Vandalism	2	0.80%	0
Abusive Language/Inappropriate Language/Profanity	3	1.20%	0
Skip Class	4	1.59%	0
Academic Dishonesty	5	1.99%	0
Defiance/Insubordination/Non-Compliance	6	2.39%	0
Fighting	7	2.79%	0
Staff-managed (minor) - Disruption	7	2.79%	0
Staff-managed (minor) - Dress Code Violation	9	3.59%	0
Staff-managed (minor) - Defiance/Insubordination/Non-compliance	10	3.98%	0
Use/Possession of Tobacco/Nicotine	10	3.98%	0
Disruption	13	5.18%	0
Disrespect	15	5.98%	0
Tardy	24	9.56%	0
Staff-managed (minor) - Tardy	56	22.31%	0
Technology Violation	65	25.90%	0
Totals:	251	100%	0

Referrals by Location

All, Aug 1, 2025 - Jul 31, 2026

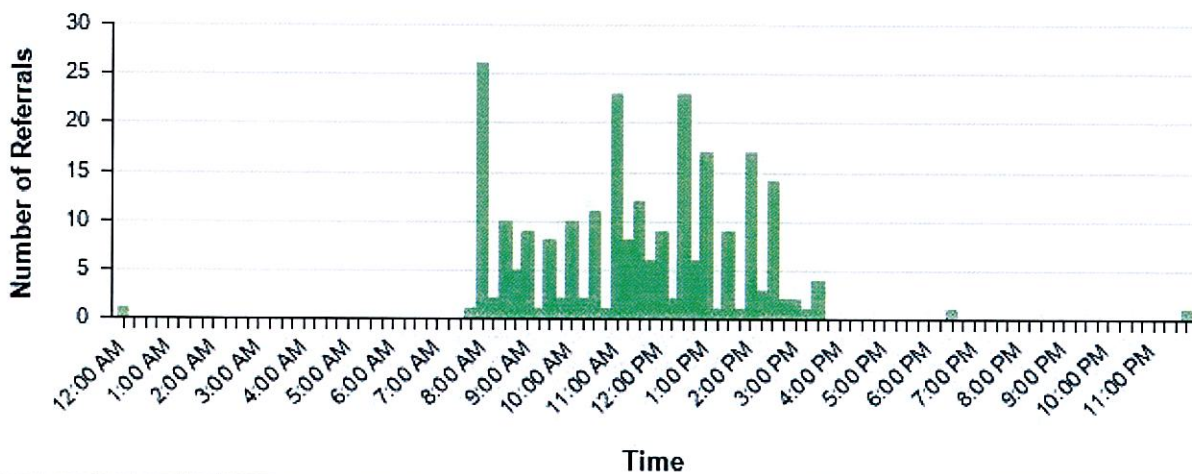


Data Table

Location	Frequency	Proportion
Commons/Common Area	1	0.40%
Gym	1	0.40%
Vocational Room	1	0.40%
Other/Unknown Location	2	0.80%
Bus	6	2.39%
Bathroom/Restroom	8	3.19%
Hallway/Breezeway	8	3.19%
Cafeteria	9	3.59%
Office	14	5.58%
Classroom	201	80.08%
Totals:	251	100%

Referrals by Time

All, Aug 1, 2025 - Jul 31, 2026



Data Table

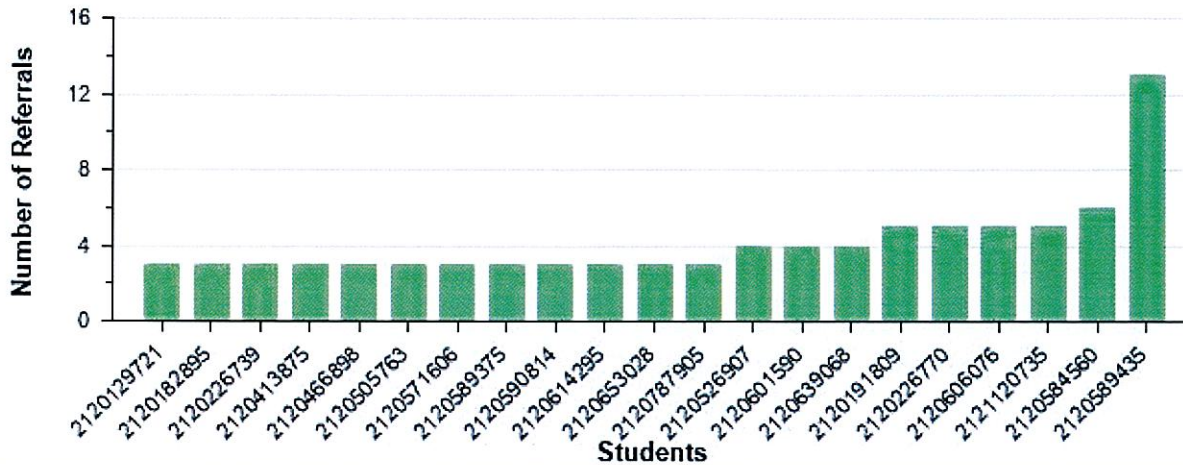
Time	Frequency	Proportion
12:00 AM	1	0.40%
Totals:	251	100%

12:15 AM	0	0.00%
12:30 AM	0	0.00%
12:45 AM	0	0.00%
1:00 AM	0	0.00%
1:15 AM	0	0.00%
1:30 AM	0	0.00%
1:45 AM	0	0.00%
2:00 AM	0	0.00%
2:15 AM	0	0.00%
2:30 AM	0	0.00%
2:45 AM	0	0.00%
3:00 AM	0	0.00%
3:15 AM	0	0.00%
3:30 AM	0	0.00%
3:45 AM	0	0.00%
4:00 AM	0	0.00%
4:15 AM	0	0.00%
4:30 AM	0	0.00%
4:45 AM	0	0.00%
5:00 AM	0	0.00%
5:15 AM	0	0.00%
5:30 AM	0	0.00%
5:45 AM	0	0.00%
6:00 AM	0	0.00%
6:15 AM	0	0.00%
6:30 AM	0	0.00%
6:45 AM	0	0.00%
7:00 AM	0	0.00%
7:15 AM	0	0.00%
7:30 AM	0	0.00%
7:45 AM	1	0.40%
8:00 AM	26	10.36%
8:15 AM	2	0.80%
8:30 AM	10	3.98%
8:45 AM	5	1.99%
9:00 AM	9	3.59%
9:15 AM	1	0.40%
9:30 AM	8	3.19%
9:45 AM	2	0.80%
10:00 AM	10	3.98%
10:15 AM	2	0.80%
10:30 AM	11	4.38%
10:45 AM	1	0.40%
11:00 AM	23	9.16%
11:15 AM	8	3.19%
11:30 AM	12	4.78%
11:45 AM	6	2.39%
12:00 PM	9	3.59%
12:15 PM	2	0.80%
12:30 PM	23	9.16%
12:45 PM	6	2.39%
1:00 PM	17	6.77%
1:15 PM	1	0.40%
1:30 PM	9	3.59%
1:45 PM	1	0.40%
2:00 PM	17	6.77%
Totals:	251	100%

2:15 PM	3	1.20%
2:30 PM	14	5.58%
2:45 PM	2	0.80%
3:00 PM	2	0.80%
3:15 PM	1	0.40%
3:30 PM	4	1.59%
3:45 PM	0	0.00%
4:00 PM	0	0.00%
4:15 PM	0	0.00%
4:30 PM	0	0.00%
4:45 PM	0	0.00%
5:00 PM	0	0.00%
5:15 PM	0	0.00%
5:30 PM	0	0.00%
5:45 PM	0	0.00%
6:00 PM	0	0.00%
6:15 PM	0	0.00%
6:30 PM	1	0.40%
6:45 PM	0	0.00%
7:00 PM	0	0.00%
7:15 PM	0	0.00%
7:30 PM	0	0.00%
7:45 PM	0	0.00%
8:00 PM	0	0.00%
8:15 PM	0	0.00%
8:30 PM	0	0.00%
8:45 PM	0	0.00%
9:00 PM	0	0.00%
9:15 PM	0	0.00%
9:30 PM	0	0.00%
9:45 PM	0	0.00%
10:00 PM	0	0.00%
10:15 PM	0	0.00%
10:30 PM	0	0.00%
10:45 PM	0	0.00%
11:00 PM	0	0.00%
11:15 PM	0	0.00%
11:30 PM	0	0.00%
11:45 PM	1	0.40%
Totals:	251	100%

Referrals by Student

All, Aug 1, 2025 - Jul 31, 2026, At Least 3 Referrals

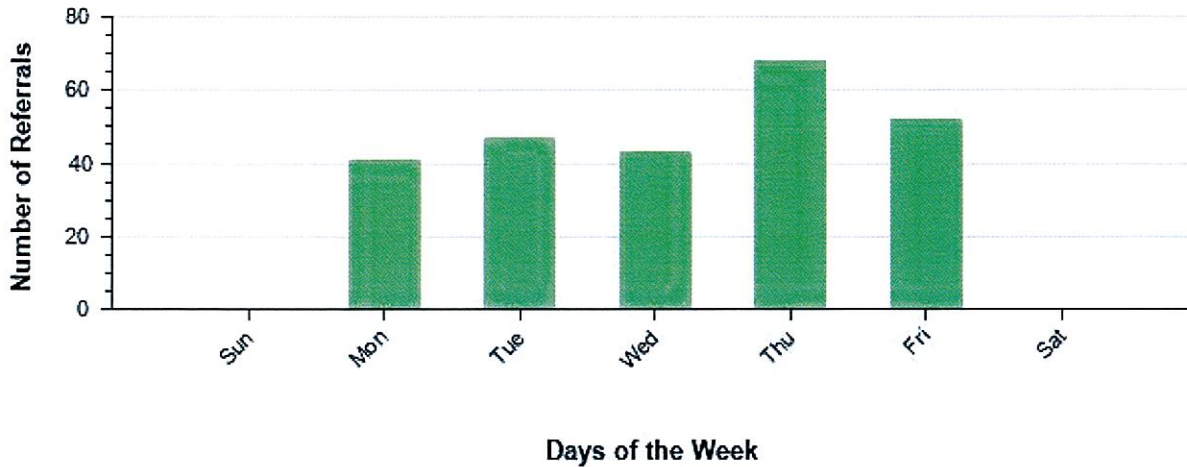


Data Table

Student ID	Frequency	Proportion
2120182895	3	3.45%
2120413875	3	3.45%
2120129721	3	3.45%
2120505763	3	3.45%
2120226739	3	3.45%
2120466898	3	3.45%
2120614295	3	3.45%
2120571606	3	3.45%
2120590814	3	3.45%
2120787905	3	3.45%
2120589375	3	3.45%
2120653028	3	3.45%
2120526907	4	4.60%
2120601590	4	4.60%
2120639068	4	4.60%
2120226770	5	5.75%
2120606076	5	5.75%
2121120735	5	5.75%
2120191809	5	5.75%
2120584560	6	6.90%
2120589435	13	14.94%
Totals:	87	100%

Referrals by Day Of Week

All, Aug 1, 2025 - Jul 31, 2026

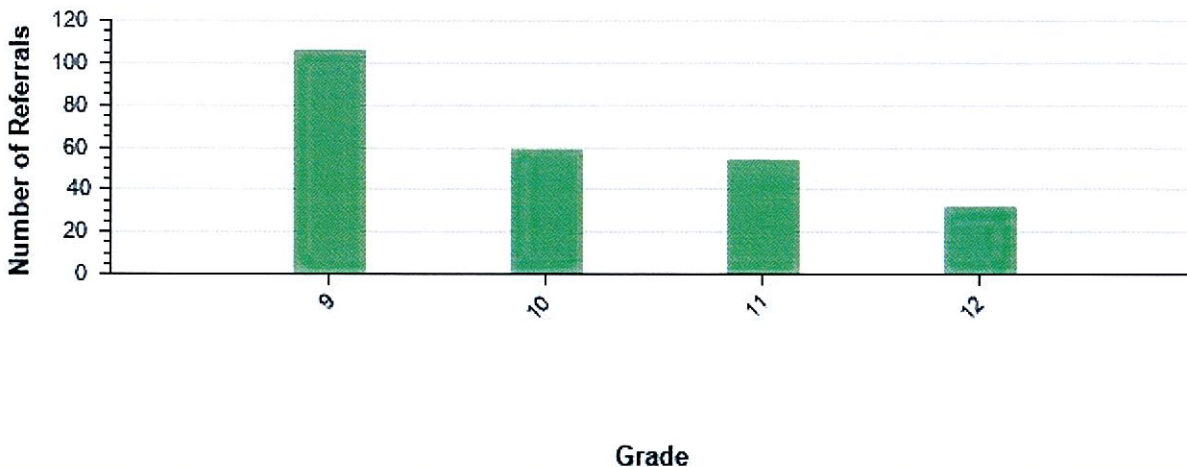


Data Table

Day	Frequency	Proportion
Sunday	0	0.00%
Monday	41	16.33%
Tuesday	47	18.73%
Wednesday	43	17.13%
Thursday	68	27.09%
Friday	52	20.72%
Saturday	0	0.00%
Totals:	251	100%

Referrals by Grade

All, Aug 1, 2025 - Jul 31, 2026



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%
Totals:	251	100%

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	106	42.23%
10	59	23.51%
11	54	21.51%
12	32	12.75%
Post 12	0	0.00%
Totals:	251	100%

		SBDM Accounts (Section 6 and 7)	Balance as of November 12, 2025	Balance as of December 15, 2025
Section 6	0113	Other Certified	-60.00	80.00
	0120	Certified Substitute Salary	840.00	840.00
	0130	Classified Regular Salary		
	0131	Classified Additional Pay	-344.33	155.67
	0150	Classified Substitute Pay		
	0221	Employer FICA Contribution	29.22	29.22
	0222	Employer Medicare Contribution	57.63	56.79
	0231	KTRS Employer Contribution	-26.10	22.10
	0232	CERS Employer Contributions	-39.11	10.89
	0253	KSBA Unemployment Insurance	24.54	24.54
	0338	Registration Fees	2465.00	2465.00
	0347	Security Services		
	0349	Other Professional Services	500.00	500.00
	0444	Copier Rental		
	0531	Postage and PO Box Rental	600.00	600.00
	0532	Telephone	1311.56	1311.56
	0580	Travel	1935.20	1874.68
	0610	General Supplies	19001.72	15937.58
	0616	Food - (Non-Instuctional) Non Food Service		
	0617	Food - (Instructional) Non Food Service		
	0641L	Library Books / Library	340.99	570.57
	0643	Supplemental Books / Study Guides		
	0650	Computer Related Supplies	10583.92	7583.92
	0674	Awards		
	0692	Health Supplies	-350.00	50.00
	0694	Equipment Supplies	-1455.00	0.00
	0697	Other Supplies / Material	-4787.15	98.68
	0810	Dues and Fees	14.79	14.79
	0894	Instructional Field Trips		1500.00
	0899	Other Miscellaneous	5502.00	5547.70
		Section 6 Total	\$ 36,144.88	\$ 39,273.69
Other Section \$	0439	Other Repairs and Maintenance	0.00	0.00
	0610	General Supplies (School Supplies) 702.47 ADA x \$25 per pupil	6062.00	2462.00
	0617	Food - (Instructional) Non Food Service	-3600.00	0.00
	0610	General Supplies (Custodial) 702.47 ADA x \$25 per pupil	4427.77	2262.97
		Other Section \$ Total	\$ 6,889.77	\$ 4,724.97
		TOTAL	\$ 43,034.65	\$ 43,998.66

	District Activity Account @ Central Office	Balance as of November 12, 2025	Balance as of December 15, 2025
7518	Blood Center Scholarship	2524.00	2524.00
7519	Destitute Senior	312.36	312.36
751C	Class of 2027	4294.04	4987.04
7520	General Fund	20803.45	20978.45
7522	Ag Shop	2294.28	2294.28
	AP Exam	0.00	261.21
7524	Art	1161.79	986.79
7525	Band	2305.94	1128.20
7526	Chorus	0.00	0.00
7528	Drama	7404.31	15605.65
7529	English	7.65	7.65
752C	Class of 2028	4965.68	5658.68
7531	Field Trips	2897.32	2897.32
7533	Foreign Language	579.21	579.21
7537	Horticulture	29310.05	34895.05
7538	Library Book Fair	587.35	587.35
753C	Class of 2029	5039.40	2960.40
7542	Yearbook	3294.38	3659.38
7543	Pictures	1636.20	1636.20
7544	Science	235.00	284.00
7545	Senior Trip	55.93	55.93
7547	Special Education	757.92	567.92
7548	Summer School	3476.31	3476.31
7549	Technology	6820.58	6820.58
754C	Class of 2026	5845.46	6538.46
7550	Textbooks	2638.74	2638.74
7553	College Tech Education	1153.83	1153.83
7557	Staff Fund	2031.88	438.39
7560	Col. Chinn Scholarship	500.00	500.00
7561	Alvis Johnson Scholarship	2190.00	2190.00
7566	School Store	4763.68	4763.68
7570	General Athletics	99589.18	99589.18
7571	Archery	1313.80	1313.80
7572	Baseball	0.00	-1500.00
7573	Boys Basketball	1486.79	-13.21
7574	Girls Basketball	1078.03	-71.97
7575	Cheerleading	1755.36	1755.36
7576	Cross Country	1051.13	1051.13
7577	Dance	1338.92	1136.91
7578	Football	3940.82	-4405.83
7578B	Football Bowl Game	39702.92	39702.92
7578N	Football Supplemental	18427.29	18113.29
7579	Golf	2357.86	2357.86
7580	Boys Soccer	1582.54	2195.36
7581	Girls Soccer	3824.31	3074.31
7582	Softball	1801.97	301.97
7584	Boys Tennis	5973.98	5973.98
7585	Girls Tennis	6843.45	6843.45
7586	Track	2348.51	2348.51
7587	Volleyball	507.60	507.60
7588	Bass Fishing	1709.91	1709.91
7589	Heart of the Bluegrass	12943.49	11156.82
7590	Athletics Supplemental	5331.08	5331.08
7591	Gate Receipts	29782.27	29782.27
7592	Wrestling	2368.89	977.89
7598	Athletic Training	1039.83	1039.83
75TS	William and Andrea Taylor Scholarship	3500.00	3500.00
	TOTAL	\$ 371,486.67	\$ 365,159.48

	Student Activity Account @ Central Office	Balance as of November 12, 2025	Balance as of December 15, 2025
7502S	Thirst Club	24.00	24.00
7503S	Y Club	-3731.00	-675.00
7504S	Fellowship of Christian Athletes	998.26	998.26
7506S	Unity Club	206.01	206.01
7507S	FCCLA	4825.98	4755.98
7508S	Engineering Club	684.00	684.00
7509S	Educator's Rising	197.60	202.60
7510S	National Honor Society	1895.17	1825.17
7511S	Spanish Club	406.02	406.02
7512S	Student Council	1320.29	1560.79
7514S	Key Club	65.71	65.71
7516S	Envirothon Team	75.03	75.03
7518S	Book Club	225.57	225.57
7518S	Beta Scholarship	170.00	170.00
7521S	Academic Team	603.54	603.54
7525S	Band	0.02	0.02
752CS	Project Graduation	-2540.11	-2540.11
752DS	DECA Club	-1975.88	-2019.88
752US	Board Game Club / UM Club	252.66	252.66
7531S	Field Trips	91.28	91.28
7558S	BETA Club	1120.73	1392.76
7559S	FFA	17108.64	20249.96
7565S	School Store	202.00	202.00
7566S	Student Vending	674.08	674.08
7567S	Pep Club	914.15	914.15
7568S	Weightlifting	1334.79	1334.79
7569S	Chess Club	916.55	916.55
	TOTAL	\$ 26,065.09	\$ 32,595.94

Paid for 2026 Project Grad Already
Still Waiting on Lavec Reimbursement

KASC KSA Graphs

- I will bring you all a hard copy to SBDM. I didn't want to add it to the digital copy of the packet since it was 48 pages long.



ALL-AMERICAN T-SHIRTS™

School Agreement

School Name:	Mercer County High School		
Contact:	Alexandria Edwards	Title:	Student Council Advisor
Phone:	(859) 733-7160	Fax:	(859) 940-6812
Email:	alexandria.edwards@merc.kyschools.us	Mascot:	Titans / Lady Titans
Street Address:	937 Moberly Rd	District:	Mercer
City:	Harrodsburg	State:	KY
		Zip:	40330-9150

Start Season: **Spring 2026** End Season: **Fall 2028**

Event Quantity: **6 Event(s)**

Agreement Details:

All-American T-Shirts ("AATS") is granted the right to produce a minimum of 100 free t-shirts for the school and sell advertising on the t-shirts to community supporters utilizing phone and email. Multiple t-shirt versions may be produced with the school's approval. If asked about this project, the school will inform the community that AATS is authorized to produce these free t-shirts. AATS reserves the right to cancel this project at any time if community support is not sufficient for the successful completion of this project.

I understand and agree that once ad sales and/or production have begun for a t-shirt project that the school may not cancel this agreement until after sales and production have been completed. I also understand that if the signed school contact changes, the school will notify AATS of this change.

I have read the terms above and am authorized to enter into this agreement on behalf of my school.

Authorized Name (Please print): Alexandria Edwards Title: Student Council Advisor

Authorized Signature: Alexandria Edwards Date: 11/19/2025

Please sign and return all pages to Jessica Gravelle via email or fax. Thank you!
Email: Jessica.Gravelle@allamericanpublishing.com Fax: 208-275-8493



Event Information

Event # 1

Event Name:	<u>Spirit</u>	Season:	<u>Spring 2026</u>	Due Date:	<u>4/10/2026</u>
Shirt Color:	<u>White</u>	Shirt Ink Color:	<u>Red</u>	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Event # 2

Event Name:	<u>Spirit</u>	Season:	<u>Fall 2026</u>	Due Date:	<u>9/10/2026</u>
Shirt Color:	<u>White</u>	Shirt Ink Color:	<u>Royal Blue</u>	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Event # 3

Event Name:	<u>Spirit</u>	Season:	<u>Spring 2027</u>	Due Date:	<u>4/10/2027</u>
Shirt Color:	<u>White</u>	Shirt Ink Color:	<u>Red</u>	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Event # 4

Event Name:	<u>Spirit</u>	Season:	<u>Fall 2027</u>	Due Date:	<u>9/10/2027</u>
Shirt Color:	<u>White</u>	Shirt Ink Color:	<u>Royal Blue</u>	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Event # 5

Event Name:	<u>Spirit</u>	Season:	<u>Spring 2028</u>	Due Date:	<u>4/10/2028</u>
Shirt Color:	<u>White</u>	Shirt Ink Color:	<u>Red</u>	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Please sign and return all pages to Jessica Gravelle via email or fax. Thank you!
Email: Jessica.Gravelle@allamericanpublishing.com Fax: 208-275-8493



Event # 6

Event Name:	Spirit	Season:	Fall 2028	Due Date:	9/10/2028
Shirt Color:	White	Shirt Ink Color:	Royal Blue	Free Shirt Qty:	100
*Additional size options available upon request					
Size Small: 25	Size Medium: 25	Size Large: 25			
Size X-Large: 25					

Please sign and return all pages to Jessica Gravelle via email or fax. Thank you!
Email: Jessica.Gravelle@allamericanpublishing.com Fax: 208-275-8493

SIGNATURE CERTIFICATE



REFERENCE NUMBER

D6F01A3D-29CB-443E-8B0D-6D4CBD08BA34

TRANSACTION DETAILS

Reference Number

D6F01A3D-29CB-443E-8B0D-6D4CBD08BA34

Transaction Type

Signature Request

Sent At

11/04/2025 02:28:10 PM EST

Executed At

11/19/2025 09:44:01 AM EST

Identity Method

email

Distribution Method

email

Signed Checksum

a88144b75a5cc1c7417a96ca9ed07ed091cfb2a4c62a32d4596194c297f1e962

Signer Sequencing

Disabled

Document Passcode

Disabled

DOCUMENT DETAILS

Document Name

Mercer County HS KY TShirts

Filename

Mercer_County_HS_KY_TShirts.pdf

Pages

6 pages

Content Type

application/pdf

File Size

280 KB

Original Checksum

df95ed0122346d16963b8efb2d881a795ccf71bdf14713de51c382d57523c1113

SIGNERS

SIGNER

Name

Alexandria Edwards

Email

alexandria.edwards@mercer.kyschools.us

Components

20

E-SIGNATURE

Status

signed

Multi-factor Digital Fingerprint Checksum

4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945

IP Address

170.185.111.172

Device

Chrome via Chrome OS

Typed Signature

Alexandria Edwards

Signature Reference ID

97E6EE4F

Typed Signature

Alexandria Edwards

Signature Reference ID

EC3A5049

EVENTS

Viewed At

11/19/2025 09:30:03 AM EST

Identity Authenticated At

11/19/2025 09:44:00 AM EST

Signed At

11/19/2025 09:44:01 AM EST

AUDITS

TIMESTAMP

11/04/2025 02:28:10 PM EST

11/04/2025 02:28:11 PM EST

11/07/2025 10:10:36 AM EST

11/07/2025 10:11:52 AM EST

11/07/2025 02:16:00 PM EST

11/07/2025 02:53:11 PM EST

11/10/2025 11:11:56 AM EST

11/12/2025 10:09:58 AM EST

11/14/2025 10:34:00 AM EST

11/17/2025 10:38:47 AM EST

11/19/2025 09:30:03 AM EST

11/19/2025 09:44:00 AM EST

AUDIT

Jessica Gravelle (jessica.gravelle@allamericanpublishing.com) created document 'Mercer_County_HS_KY_TShirts.pdf' on Chrome via Windows from 4.43.156.101.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a link to sign.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) viewed the document on Chrome via Chrome OS from 170.185.111.172.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) was emailed a reminder.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) viewed the document on Chrome via Chrome OS from 170.185.111.172.

Alexandria Edwards (alexandria.edwards@mercer.kyschools.us) authenticated via email on Chrome via Chrome OS from 170.185.111.172.

TIMESTAMP

11/19/2025 09:44:01 AM EST

AUDIT

Alexandria Edwards (alexandria.edwards@merc.kyschools.us) signed the document on Chrome via Chrome OS from 170.185.111.172.

ACADEMIC HONORS POLICY

VALEDICTORIAN & SALUTATORIAN

Students who have earned at least 50% of their high school credits at Mercer County Senior High School and have been enrolled their entire senior year will be eligible for valedictorian and salutatorian. Based on scholastic achievement in the grades nine (9) through twelve (12), students in the senior class with the highest and second highest weighted numerical grade point average shall be designated respectively as valedictorian and salutatorian. Weighted numerical grade point average will be calculated and ranked as defined by SBDM council policy.

HONOR ROLLS

At the high school level, honor rolls will be published each semester.

Students qualifying for the "All A" Honor Roll shall make no grade lower than an A.

To make the "A and B" Honor Roll, students shall achieve a grade average no lower than a B.

CLASS RANK

Based on a weighted numerical grade point average, class rank will be calculated for all students with the exceptions of foreign exchange students and those students receiving an alternate diploma due to severe disabilities.

ACADEMIC LETTERS

Qualifying students in grades nine through twelve (9-12) shall be awarded an academic letter and, in subsequent years, an academic bar based on the following criteria:

1. Students must have attended the high school for at least one (1) full year.
2. Students shall have earned a grade point average of at least 3.50 from the previous academic year.

OTHER AWARDS

Special achievement awards shall be granted to students at the end of the school year.

RESPONSIBILITY

The Superintendent or the Superintendent's designee shall develop procedures to govern identification and announcement of student honors and award recipients.

Students may earn the Latin academic honor of cum laude, magna cum laude and summa cum laude at graduation. These students will be recognized in the graduation program for these different levels of distinction. Students maintaining a 4.0 or higher cumulative weighted grade point average will receive white stoles to wear at graduation. Students with weighted grade point averages of 3.5 - 3.99 will receive gold cords to wear at graduation. The system of recognizing students at graduation is as follows:

Summa Cum Laude 4.0 or higher

Magna Cum Laude 3.8 - 3.99

Cum Laude 3.5 - 3.79

COURSES WITH WEIGHTED GRADE POINT AVERAGES

The following courses will have weighted grade point averages (Honors courses, Advanced Placement courses, and Dual Credit courses)

English

- Honors English I
- Honors English II
- AP English Language
- AP English Literature
- ENG 101
- ENG 102

Social Studies

- Honors Survey of Social Sciences
- AP Government and Politics
- AP U.S. History
- AP World History
- HIS 102
- HIS 103
- HST 110
- HST 120

Math

- Honors Geometry
- Honors Algebra II
- AP Calculus
- MTH 111
- MTH 112
- MTH 123

Science

- Honors Integrated Science I
- Honors Biology
- AP Chemistry
- AP Environmental Science
- BIO 100
- BIO 111
- BIO 307

Electives

- AP 3 Dimensional Art
- AP 2 Dimensional Art
- AP Drawing
- AP Spanish
- AP Music Theory
- EDF 203
- EDF 219
- EDF 204
- EDC 106
- AGR 182
- AGR 100
- AGR 140
- AGR 160

NOTE: There are many other 100% asynchronous online courses available through ECU that fulfill other general education requirements. Also, there are several BCTC courses taught through the Trailblazer Academy and other courses taught during the school day at the CU-Harrodsburg campus.

MCSHS LETTER GRADE CONVERSION TABLE

Students that transfer into MCSHS and do not have a numerical grade on their transcript will use the following table to be imported onto their transcript to replace a "Letter Grade". This situation will also be applicable to students who take dual credit courses through universities/colleges that do not report numerical grades (only letter).

Grade	Conversion
A+	100
A	95
A-	92

B+	89
B	85
B-	82
C+	79
C	75
C-	72
D+	69
D	65
F	64

VALEDICTORIAN & SALUTATORIAN

The student with the highest weighted numerical grade point average will be the valedictorian and the student with the second highest weighted numerical grade point average will be the salutatorian. Both valedictorian and salutatorian will be recognized during high school graduation. The rank will be averaged to the nearest one hundredth of a point. Ties for the highest rank will be recognized as Co-Valedictorians.

To be honored as valedictorian or salutatorian at Mercer County Senior High School, at least 50% of the student's credits must have been earned at Mercer County Senior High School, including being enrolled during the entire senior year. Weighted grades for transfer students will be weighted in our GPA calculations only if the sending school and receiving school weights that grade. Any course taken outside of the normal school day (6 periods) will not be posted to transcript or used for GPA calculations. Any course taken through the approved online school platform must be taken during the school day (6 periods). AP and honors courses added to the curriculum later will be added to the list of weighted courses for the purpose of determining valedictorian and salutatorian.

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 | 9. Business |
| 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.
- For any student that takes an AP or Dual Credit Course in-person through MCSHS, it will be the responsibility of the student/family to pay for any required textbook and/or course material. Violations of these terms could result in dismissal from the class.
- Students that transfer into MCSHS and do not have a numerical grade on their transcript will use the conversion table listed in the Academic Honors Policy to place a numerical average on a student's transcript for the course. This same conversion table will also be applicable to students who take dual credit courses through universities/colleges that do not report numerical grades (only letter).

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: _____

FRYSC
SBDM/Principal Agreement
2026-2028

Center Name: MLSHS YSC

School District: Mercer

School Name: Mercer County Senior High School

Upon submission of the 2026-28 FRYSC Continuation Program Plan, the SBDM Council hereby assures compliance with all FRYSC-related statutes, and any policies, procedures, and/or requirements as they relate to this application.

Prior to receiving the center allocation, the SBDM Council/Principal shall certify that council/school policies are consistent with the following:

1. Adherence to the locally developed FRYSC Program Plan including budget, action components and designation of center space as contained in the approved application;
2. Assurance that center funds will be utilized for approved center budget and action component activities;
3. Assurance that all job responsibilities of staff funded by this plan will be 100% devoted to center goals, objectives and program activities;
4. Adequate and appropriate record keeping and storage, which includes provisions for the maintenance, custody, security and confidentiality of child and family records;
5. Service priority for children and families with the most urgent needs;
6. Attendance of center coordinators and principals at any required Division of FRYSC training sessions and meetings designed specifically for these individuals;
7. Support for the development of collaborative relationships among the center advisory council, principal, the SBDM Council and other school district programs;
8. The center Advisory Council will have a shared role in the hiring of the center coordinator by recommending an applicant to the SBDM if one is in place and/or the Superintendent.
9. The SBDM Council/Principal will follow the space guidelines outlined in the FRYSC School Administrators Guidebook.
10. Center staff has access to Infinite Campus.
11. Principal agrees to complete the DFRYSC Principal Training Module **every 5 years**.

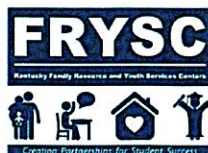
Milo Flano
Principal Signature

12/8/25
Date

- ☒ This document was reviewed and recorded in the SBDM minutes on 12/15/25.

☐ There is no SBDM Council at this school.

All centers serving 2 or more schools are considered district programs; however, this form must be submitted by every school served by the center.



SCHOOL COUNCIL POLICY

Pikeville Independent Schools

Pikeville High School

Policy Type (Check One)

☐ Council Operations

☒ School Operations

POLICY TOPIC DESCRIPTION

BOOSTER CLUB FUNDRAISING POLICY

POLICY STATEMENT

All Booster Clubs must sign an Athletic Department Contract and gain formal approval for all fundraising activities or expenses. Booster Clubs must submit financial reports each month to the athletic director.

Date Adopted: May 26, 1998 Gilbert Shely, Council Chairperson
Date Amended 1st Reading: October 21, 2014 Dave Thomas, Council Chairperson
2nd Reading: August 10, 2015 David Thomas

PLANNING POLICY

PLAN DEVELOPMENT/REVISION

In the fall of each year we will use the planning process recommended by the Kentucky Department of Education to revise our on-going Comprehensive School Improvement Plan (CSIP) by:

- Analyzing our state assessment results and conducting needs assessments.
- Identifying new and/or continuing priority needs and the causes that created the needs.
- Setting goals for removing the needs and objectives for tackling each cause.
- Selecting strategies and activities for reaching each objective and committing responsible persons, timetables, and needed funding to implement those strategies and activities.
- Selecting measures that will show strategies are being implemented and progress is being made in student performance.
- Developing a written plan using a clear, concise component format to communicate the above.
- Obtaining widespread input from our school community and then adopting the components after considering and responding to that input.

At the October meeting of the SBDM Council each year, a timetable for the steps above will be set by the council that also includes:

- Process guidelines explaining how the work will be done and how the Council will learn about it.
- Participation guidelines explaining how parents, classified staff and other interested parties representing the diversity of our community will be involved.
- Guidelines explaining how each group of participants will learn about their roles.

The Council will review the timeline, revise it if necessary, and approve it as a statement of how the school will conduct its planning. The Leadership Team will then implement the process according to the timeline, reporting to the Council at each regular meeting on their progress.

ADDRESSING ACHIEVEMENT GAPS

Starting in the fall of every year, we will revise our plan to address substantive achievement gaps, using these steps:

- Identifying substantive gaps and working with the superintendent to set targets for reducing each substantive gap. This step will be completed no later than December 31st.
- Reviewing and if necessary revise our long-term time schedule for eliminating all the substantive gaps.
- Revising or completing a new CSIP to fully support reducing any identified substantive gaps.
- Holding a public meeting to present the school draft CSIP for input and then adopt the plan no later than December 31st of each year.

IMPLEMENTATION AND IMPACT OF PLAN

To make sure our CSIP is on track and making a difference:

- The SBDM Council will set a schedule for two implementation and impact checks during the next year and will review the data for those checks during regularly scheduled meetings and identify any needed adjustments to keep the plan on track.
- These dates will be prior to required district board meetings reports during the year.
- The Council will stay informed by receiving regular reports from the Leadership Team concerning upcoming work needed to carry out the Plan during the coming month(s).

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: _____

CURRICULUM POLICY

The School Based Decision Making Council at Mercer County Senior High School shall adopt the curriculum of the Mercer County Board of Education as the curriculum that shall be implemented at the school. It is our opinion that this curriculum is aligned with state standards and is appropriate for our instructional needs. Subsequent amendments to the curriculum by the Mercer County Board of Education shall become effective immediately upon approval by the Board. This school council policy shall also be consistent with the applicable indicators from the Standards and Indicators for School Improvement.

Our school curriculum shall:

1. Help all students to master all of Kentucky's Core Content
2. Reflect the strategies adopted in our Comprehensive School Improvement Plan
3. Implement the Kentucky Program of Studies
4. Be developed by faculty members that report to the principal on their work

The principal shall oversee implementation of this policy.

Approved: _____ Chairperson: _____

DISCIPLINE AND CLASSROOM MANAGEMENT POLICY

Our school follows the Mercer County School District Code of Conduct.

In August, the principal (or principal designee) will:

- Provide each student with a copy of the Code of Conduct.
- Require each student to return a signed acceptance from his/her parent showing that the parents have seen and reviewed the Code.
- Follow-up as needed with any family whose student has not returned the signed acceptance, or assign other staff members to do so.

As students transfer to our school during the year, the principal (or principal designee) will follow the steps above for those students.

The faculty and principal shall implement the local school district code of acceptable student behavior and discipline. Copies of the local district code shall be distributed to all staff prior to the beginning of each school year and to all parents upon enrollment of their child each year using the student handbook. The school council shall automatically adopt any subsequent amendments to the code by the local board of education. This school council policy shall also be consistent with the School Safety Plan and the applicable indicator from the Standards and Indicators for School Improvement.

The school shall consider discipline and classroom management as a means of causing acceptable behavior or as a means of changing unacceptable behavior. The school council shall approve only those discipline and classroom management provisions that are consistent with this philosophy. The students will adhere to the standards set forth in the MCSHS student handbook, which will include addressing bullying/harassment that aligns with district policies. The district code of conduct/school handbook will address student, parent, teacher, counselor, and principal responsibilities regarding discipline and school safety.

Every teacher will:

- Establish specific standards of conduct for his/her own classroom and post them in their room.
- Teach the MCSH expectations to all students and go over them again after all extended breaks.
- Teach those standards to students during their first two weeks in that room.
- Explain the standards to students who join the class after the first two weeks are over.

Our school will maintain an up-to-date school safety plan under the guidance of the District Safe Schools Coordinator and MCSHS administration. This plan will address issues identified by our stakeholders and issues required by law.

Our Council will review the implementation and impact status of the school handbook/code of conduct twice a year, on a schedule established at the first Council meeting each year. Each check will include:

- Reviewing overall trends in student disciplinary referrals and consequences.
- Reviewing trends disaggregated by gender, race, disability and participation in free and reduced price lunch.
- Reviewing the status of each activity that should be started or completed by this time.
- Identifying any adjustments needed in the plan to ensure full progress toward the school's goal.

We will review our safety plan during the school year.

Approved: _____ Chairperson: _____

INSTRUCTIONAL PRACTICES POLICY

Instructional practices used in the classroom will be based on quality research and evidence. Any resolution of issues would be resolved with the criteria of this policy.

The three characteristics guide the following work:

- council, administration, and department planning of specific expectations
- teacher/staff planning and implementation of instructional practices
- discussions of issues regarding instructional practices

1. Positive Learning Culture

- an environment of respect and rapport; teacher-student and student-student
- belief in the ability of every student to learn and achieve
- dedication to the learning opportunities and support needed for each student to learn
- staff are provided with continuing education (professional development) opportunities to facilitate best instructional practices

2. Understanding of the Science of Learning

- recognition and response to individual needs, interests, and cultural heritage
- activities, lessons, and assessments are congruent with the Kentucky Academic Standards
- student understanding of the expectations for learning
- students are actively and intellectually engaged in learning
- teachers and students use questioning and discussion techniques
- monitoring of student learning with formative assessment and self-assessment
- feedback provided to students along with multiple opportunities to learn

3. Communication with Families

- information about the instructional program and ways to be engaged
- information about the child's strengths and areas for growth

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: _____

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: _____

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: _____

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: _____

PRINCIPAL SELECTION POLICY

PREPARATION

When the council learns that the school needs to hire a principal, the council:

- meets with the Superintendent, or designee, (who will serve as chair of the council and have voting rights for the purpose of the hiring process) to review the *Best Practices for Principal Selection* document available on the Kentucky Association of School Councils website. The outgoing principal shall not serve on the council during the principal selection process.
- selects a trainer of their choice to deliver training in recruitment and interviewing techniques the council Chair or Vice-Chair will arrange for this training on a date agreed upon by the council and call a special meeting of the council for this purpose with "Principal Selection Training" on the agenda.
- distributes copies of this policy to all members before the scheduled training and sends a copy to the trainer who will be providing the selection training.
- distributes informational materials regarding Kentucky Open Records and open meetings law and have all members sign a nondisclosure agreement forbidding sharing of information and discussions held in closed session.

SELECTION PROCESS

The council will:

- design and carry out processes to get shareholder input on what traits will make the best leader for this school. Shareholder input will involve, but not be limited to faculty, staff, parents, and students.
- call a special meeting of the council and meet in open session to:
 - discuss the process and timeline for receiving applications, and other steps in the hiring process.
 - develop a set criteria for a strong candidate using the shareholder input plus council members' ideas. These criteria will not discriminate based on race, ethnicity, gender, marriage or family status, religion, political affiliation, disability, or age.
 - use the criteria to write questions that will be asked of all candidates during in-person interviews.
 - decide on other methods to gather information about the candidates. The methods may include, but not limited to: applications and resumes, references, applicant portfolios, open forums, and written responses to hypothetical work-related challenges.
- call a special meeting of the council and meet in closed session to:
 - review all applications and written references and select applicants to interview.
 - determine if information in the written applications and resumes points to any specialized questions that should be asked of a particular applicant and develop those questions if necessary,
- schedule interviews with each applicant.
- conduct each interview in a special called meeting in closed session during which:
 - the same questions will be asked in the same order for every candidate.
 - any specialized or follow-up questions will be asked after the standard questions.
 - a discussion will be held immediately following each interview about how well the applicant meets the criteria.
- after all interviews are completed, hold closed session discussion of the merits of all applicants and work toward consensus on the final selection.
- if the council is not satisfied with any of the candidates, the council should discuss the option of having an interim principal. The interim will be appointed by the superintendent until a suitable applicant is found.
- keep all closed session documents confidential.

SELECTION OF THE NEW PRINCIPAL

After all information is gathered, the council will:

- meet in an open session to vote for the final selection of a new principal. The principal is elected on a majority vote of the council. Record the action in the meetings.
- ask the superintendent to complete the hiring process.
- communicate with shareholders the decision as soon as possible.

POLICY EVALUATION

This policy will be evaluated by the council and revisions recommended as needed.

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: _____

Upcoming Dates

December 15	SBDM - 3:15 pm
December 15	Giovanni's Reward - Seniors
December 16	BOE Meeting @ MC Board of Education 5:30 pm
December 17-19	End of Semester Exams
December 19	Staff Potluck - Breakfast in the Media Center 7:15 am
December 19	1st Semester Grading Period Ends
December 22	Operational Meeting @ BOE 9:00AM
January 5	Staff Work Day
January 5	Staff Luncheon - Asuka
January 6	Students 1st Day back after Break
January 7	Staff Meeting - 3:00 pm
January 8	GSP Scoring Day - MCSHS
January 9	1st Semester Final Grades Due
January 10	ACT @ MCSHS - Rescheduled Date from 12/13
January 12	SBDM 3:15 pm
January 13	Asuka Rewards Trip - Freshman
January 14	MTSS Meetings - 3:00 pm
January 16	PBIS Movie Reward from 1st Semester - Rescheduled from 12/12
January 19	No School - MLK Day
January 20	BOE Meeting @ MCES 5:30 pm
January 21	KSA Reward - Ice Cream Sundae Bar
January 21	Club Day
January 21	Leadership Team Meeting
January 22	Alive @ 25 - 4:00 - 8:00 pm - MCSHS Media Center
January 23	Staff Potluck @ MCSHS - Crockpot Favorites
January 23	Pep Rally - Winter Homecoming 9:00 am
January 23	Asuka Rewards Trip - ALL Seniors
January 24	Homecoming Dance 8:00 pm to 11:00 pm
January 26	Mastery Prep - Mock SAT Day
January 28	KSA Reward - Pizza Party
January 28	Department Meetings @ MCSHS - 3:00 pm