



Campbellsville Elementary School

SOARING STARTS HERE

315 Roberts Road
Campbellsville, KY 42718

Phone (270) 465-4561
Fax (270) 789-3827

**SBDM Council
Regular Meeting Minutes
August 20, 2025 3:30 p.m.
Main Office**

Present: *Jessica McCubbin, Kim Clark, Laura Dicken, Maranda Wright, Emily Cook, and Jami Washington*

Start Time: *3:40 pm*

1. Opening Business

- a. Approval of the Agenda
Section 7 of the agenda was amended to include subsection 7b. Approval of the Master Schedule. Motion to approve amended agenda was made by Dicken, seconded by Clark. All in favor, motion carries.
- b. Approval of the Minutes
Motion to approve minutes was made by Wright, seconded by Clark. All in favor, motion carries.
- c. Good News Report
 - *Classrooms and school look welcoming and are readying for Open House tomorrow*
 - *PD days went well-with three of our own teachers leading a PD at CES*
 - *Annual Way of the Eagle Day was a great success-with two of our own teachers leading a session on LETRS*
- d. Public Comment- *N/A*

2. School Improvement Planning Report

- a. Release of Embargoed Individual KSA Scores to Districts
Mrs. McCubbin discussed that individual KSA scores have been released to the district, but are embargoed. Mrs. McCubbin shared the data of students with 3rd-5th grade staff to allow them to view data of students they had last year and ones they will have this year. These scores cannot be shared with the council at this time.

3. Budget Report

- a. School Activity Fund
- b. SBDM Fund
Both are in good standing. Mrs. McCubbin explained to the council the present amount for the activity general account isn't correct due to PO's being taken out of activity general instead of site-base general. Mrs. Moore (our new bookkeeper) is collaborating with Mr. Lewis to resolve this issue to reflect the correct balances in each account.

4. Bylaw or Policy Report or Review

- a. Committees Policy Review (1st reading)
Mrs. McCubbin reviewed the current Committees Policy and suggestions for revision. Such revisions were added and a first reading was held. Motion to approve the first reading of the Committees Policy as amended was made by Washington, seconded by Clark. All in favor, motion carries.

Jessica McCubbin
Principal

Jessica Lile
Assistant Principal

Zack Mings
Assistant Principal

Jessica Dillon
Counselor

Matt Weddle
SRO



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b. Consultation Policy Review (2nd reading)

Mrs. McCubbin reviewed the Consultation Policy, highlighting revisions made after first reading, and a second reading was held. Motion to approve the second reading of the Consultation Policy as amended was made by Dicken, seconded by Wright. All in favor; motion carries.

c. Curriculum Policy Review (2nd reading)

Mrs. McCubbin reviewed the Curriculum Policy highlighting revisions made after first reading, and a second reading was held. Motion to approve the second reading of the Curriculum Policy as amended was made by Washington, seconded by Clark. All in favor; motion carries.

d. Discipline, Classroom Management, & School Safety Policy Review (1st reading)

Mrs. McCubbin reviewed the current Discipline, Classroom Management, & School Safety Policy and suggestions for revision. Such revisions were added and a first reading was held. Motion to approve the first reading of the Discipline, Classroom Management, & School Safety Policy was made by Clark, seconded by Dicken. All in favor; motion carries.

5. Closed Session: for the purpose of discussing the school's emergency plan [allowed under KRS 61.810(1)(k)(m), KRS 61.878(1)(m), and KRS 158.162(2)].

Motion to move into closed session was made by Wright, seconded by Washington. All in favor; motion carries.

6. Open Session

a. Return to Open Meeting

Motion to end the closed session and return to an open records meeting was made by Clark, seconded by Cook. All in favor; motion carries.

b. Approval of Emergency Management Plan (2nd reading)

Motion to approve the second reading of the 2025-2026 Emergency Management Plan was made by Wright, seconded by Dicken. All in favor; motion carries.

7. New Business

a. Fundraising Approvals

- CES Dance Team: Wax melts and soap
- CES Library: 2 Book Fairs to take place throughout the year

Motion to approve all fundraisers processes was made by Clark, seconded by Wright. All in favor; motion carries.

8. Other

a. Constitution Day

Mrs. McCubbin shared that per regulation educational institutions receiving Federal funding are required to hold an educational program pertaining to the United States Constitution on September 17th of each year. This information will be shared with the staff to allow them to commemorate this date

b. Student & Family Handbook

Mrs. McCubbin shared a QR code & link to the 2025-2026 Student & Family Handbook with the council. This will be shared with parents at Open House.

c. Upcoming Events

Mrs. McCubbin shared the CES Living Calendar of events for September with the council; noting a change to the dates of the Book Fair.

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9. Next Meeting Date

Wednesday, September 17, 2025

10. Adjournment

Motion to adjourn the meeting at 4:30pm was made by Wright, seconded by Washington. All in favor; motion carries.

Important Dates:

8/21 – Open House 12:00pm-6:00pm

8/27 – First Day of School for Students

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