

**Woodford Co. Middle School**  
**SBDM Minutes**  
**September 9, 2008**

**Members present:** Stephanie Koontz      Patt Owen  
                                    Genie Graf                      Teresa VanMeter      Jessica Hall

Mrs. Koontz called the meeting to order.

**Visitors present** – Debby Hall, PTO representative, Hannah Caldwell, student teacher

**Approval of Agenda**

There were a couple additions to the agenda. *KY Open Records and Open Meetings Act – proof of receipt* was added under Attendance Report. *CATS data* was added under Policy Review. Mrs. Owen made a motion to approve the amended agenda; seconded by Mrs. VanMeter.

**Public participation** - None

**Approval of Minutes**

Mrs. Graf made a motion to approve the minutes from the August 12<sup>th</sup> meeting; seconded by Mrs. Hall.

**Attendance Report**

The attendance for last month was approximately 95%.

**Financial Reports**

After review, Mrs. VanMeter made a motion to accept the Board Funds balance sheet and the school activity accounts; seconded by Mrs. Graf.

**KY Open Records and Open Meetings Act – Proof of Receipt**

All members received the KY Open Records and Open Meetings Act. They signed and delivered the proof of receipt copies to Mrs. Koontz. Originals were sent to Central Office.

**Committee Reports**

Committee reports were reviewed for informational purposes. The Behavior Committee was issued the following two charges:

1. ) *To devise a way of recognizing students for behavior/academics/attendance, etc. through the development of a Tiger Café.*
  2. ) *To examine the WCMS Bullying procedure to make sure it is aligned with the new KRS draft.*
- An initial report is due at the October 21<sup>st</sup> SBDM meeting.

The CSIP Committee was issued the following charge:

*To issue a final report on the 2007-2008 implementation/impact of the CSIP and introduce the new plan for the 2008-2009 school year with regard to the CATS data. Please give specific strategies/activities to address Gap subgroups.*

An initial report is due at the October 21<sup>st</sup> SBDM meeting.

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The Curriculum and Instruction committee offered responses to their 2 charges from the August meeting.

In regard to a school make-up policy, the committee recommends using the Make-Up Work Policy as stated in the Tiger Book. This will be typed on an SBDM Policy template and put on the agenda for the October meeting for a second reading.

In regard to proposed verbiage for policies 3.1 and 8.2 for students from the household of an active duty service member, the committee's recommendations are as follows:

*3.1 – The placement of students from the household of an active duty service member transferring into the district before or during the school year shall be based initially on enrollment in courses offered at the sending school and/or educational assessments conducted at that school.*

*8.2 – Application deadlines for athletes may not apply to students from the household of an active duty service member transferring into the district before or during the school year.*

These policies will be amended and placed on the agenda for the October meeting for a second reading.

Mrs. Owen made a motion to accept these recommendations; seconded by Mrs. Hall.

#### **SBDM Training Verification**

It is noted that SBDM members Charlie Kahn and Nicole Stromberg attended Part one of SBDM training for 3 hours on July 14, 2008. They also, along with members Stephanie Koontz, Genie Graf, Teresa VanMeter, Jessica Hall, and Patt Owen, attended Part two of SBDM training for 3 hours on July 14, 2008.

#### **Policy Review**

Mrs. Owen made a motion; seconded by Mrs. Hall to approve the second reading of Policy 4.1. Policy is adopted on September 10, 2008.

After inspection and discussion, Mrs. Owen made a motion to leave policies 1.2 and 13.1 as they currently stand; seconded by Mrs. Hall

#### **Executive Session**

Mrs. Graf made a motion to go into executive session; seconded by Mrs. Owen. Mrs. Hall made a motion to come out of executive session; seconded by Mrs. Owen. After coming out of executive session, the following personnel recommendation was made: Mr. Michael Sebastian will be the new Alternative Education Room supervisor. CATS data was also shared with the council during executive session.

#### **Adjourn**

After setting the agenda for the October meeting, Mrs. Owen made a motion to adjourn; seconded by Mrs. VanMeter. Meeting adjourned at 5:50 PM.