

Harlan County High School  
SBDM Council Meeting Minutes

Date: June 8 2017 Time: 10:00 am Location: HCHS Media Center

Regular Meeting

I. Call Meeting to Order:

Principal Burkhart called the meeting to order at 10:17am.

II. Roll Call:

Ms. Alred, Mr. Branson, Mr. Henson, Mrs. Mackowiak, Mr. Pace, and Principal Burkhart.

Ms. Alred, Mr. Branson, Mr. Henson, Mrs. Mackowiak, Mr. Pace, and Principal Burkhart are present. Quorum is present to proceed with the agenda.

III. Approval of Agenda:

- Motion to approve the agenda was made by Ms. Alred. Mr. Henson seconded. Consensus was reached.

IV. Approval of Minutes:

Approve minutes for May 11 2017 meeting.

- Motion to approve the minutes for May 11 2017 meeting was made by Mr. Henson. Mr. Branson seconded. Consensus was reached.

V. Hear Individuals/Delegations:

None present.

VI. SBDM Council Policy Review/Update:

1. Council will review the HCHS Dress Code Policy HC 032 and Student Handbook Dress Code Policy.

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Council made no changes to the HCHS Dress Code Policy.

2. Council will review proposed amended HCHS Student Handbook Electronics Policy.

After some discussion and review, Council decided to amend the current HCHS Student Handbook Electronics Policy. The following will be printed the handbook for the 2017-18 school year:

### HCHS ELECTRONICS POLICY

Harlan County High School seeks to achieve a balance that recognizes student wishes to have reasonable access to personally owned devices (PODs) such as cell phones, smart phones, tablet devices, laptop computers, MP3 players, Kindles, etc. while maintaining a strong educational focus in classrooms. In an era of rapidly expanding technology, we recognize that part of our mission is to teach responsible use of these technologies (digital citizenship). This involves defining times in which these devices may and may not be used and also providing opportunities for using these devices in ways that enhance learning while adhering to school and District guidelines.

#### Guidelines:

Personal Telecommunications devices, as defined by law, means a device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor, including, but not limited to, a paging device, and a cellular telephone.

This policy shall also apply to such items as a personal digital assistant, IPOD, MP3 Player, cameras and photographic devices.

During all non-instructional time, personally owned devices (POD) may be used in a **responsible** manner. Non-instructional time is defined as before 8:50 am, after 2:45 pm, passing time in the hallways (not classrooms), breakfast and lunch. Use of such devices during these times must not result in, or contribute to, the disruption of the school environment or educational mission. Devices may not be used to broadcast music. If students are found to be using their device irresponsibly, the device will be confiscated.

All such devices must be turned off and kept out of sight in the student's backpack, purse, pocket, etc. Students in violation (devices that are in use, heard, or seen even if turned off) will have their device confiscated. Students who have their device out during a test or quiz are subject to receiving consequences under plagiarism.

Students are responsible for the devices they bring to school. The District shall not be responsible for loss, theft, or destruction of devices brought on to school property.

Students shall not use personal telecommunication or similar electronic devices in a manner that would violate the District guidelines found in the Harlan County Public Schools Code of Conduct in regard to Telecommunication Services (page 16) and Access to Electronic Media (page 17). We urge all students and parents to familiarize themselves with these guidelines. The Code of Conduct can be found on the District website at [harlan.k12.ky.us](http://harlan.k12.ky.us).

#### **CONSEQUENCES:**

1<sup>st</sup> Offense: The POD is confiscated and brought to the office. A disciplinary referral is written. The student or parent/guardian may, at the discretion of an Administrator, pick up the property at the end day or the following school day.

2<sup>nd</sup> Offense: The POD is confiscated and brought to the office. A disciplinary referral is written. The property will remain in the office for one week and is to then be picked up by the student; however, the parent/guardian may pick it up at any time.

3<sup>rd</sup> Offense: The POD is confiscated and brought to the office. A disciplinary referral is written. The property will remain in the office for the remainder of the year and may be picked up by the student on the last day of school; however, the parent/guardian may pick it up after one week.

**\*Failure to turn the POD over will be considered defiance of authority and will result in suspension of one day minimum for the 1<sup>st</sup> offense, 2 days minimum for the 2<sup>nd</sup> offense, and 3 days minimum for the 3<sup>rd</sup> offense. Alternative Education placement will be considered after the 3<sup>rd</sup> offense.**

**\*In case of emergency, parents should call the front office rather than calling the student's cell phone.**

- Motion to amend the HCHS Student Handbook Electronics Policy was made by Mr. Branson. Mr. Henson seconded. Consensus was reached.

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VII. ARI School Culture Report:

No member of the Student Senate is present.

VIII. Finance Report:

Each Council member received a copy of the current Finance Report.

IX. Principal's Report/Good News:

None

X. New Business

1. Council will view/discuss and approve 2017-18 HCHS graduation items being presented by vendors. HC 001.

Council welcomed representatives from KGI, Jostens, and Herf Jones. After presentations were made, Council decided to consider the options available for graduation items, and make a decision at the next meeting.

XI. Fundraisers:

1. HCHS Dance Team requests approval to sell RADA Cutlery during the month of November 2017. Funds raised will be used for uniforms and supplies for dancers.
2. HCHS Dance Team requests approval to sell Yankee Candles beginning September 30 thru October 10 2017. Funds raised will be used for uniforms, bags, and shoes for dancers.

- Motion to approve both fundraisers was made by Ms. Alred. Mr. Henson seconded. Consensus was reached.

XII. Trips:

None

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XIII. Personnel: Council will move to **Closed Session**.

- Motion to move to **Closed Session** was made by Ms. Alred. Mr. Branson seconded. Consensus was reached.

Council moved to **Closed Session** at 11:45 am.

The Secretary left the meeting.

- Motion to return from **Closed Session** was made by Mr. Branson. Mr. Henson seconded. Consensus was reached.

Council returned from **Closed Session** at 12:25 pm.

Entered into the meeting minutes from **Closed Session**:

After consultation with the Council, Principal Burkhart will make her recommendations to Superintendent Howard to fill vacant positions.

XIV. Addendum:

None.

XV. Next Meeting Date:

The next regular scheduled meeting date is Thursday July 13 2017. In compliance with HCHS SBDM Council By Laws, during this meeting, Council will set the meeting date and time for the 2017-18 school year.

XVI. Adjourn:

- Motion to adjourn was made by Mr. Branson. Mr. Henson seconded. Consensus was reached.

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The meeting was adjourned at 12:35 pm.

Edna M. Burkhart

7-13-17

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Chairperson's Signature

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Date Minutes Approved