

Harlan County High School

SBDM Council Meeting Minutes

Date: July 13 2017 Time: 3:15 pm Location: HCHS Media Center

Regular Meeting

I. Call Meeting to Order:

Principal Burkhart called the meeting to order at 3:20 pm.

II. Roll Call:

Ms. Alred, Mr. Branson, Mr. Henson, Mr. Nolan, Mr. Pace, and Principal Burkhart.

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

III. Approval of Agenda:

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

IV. Approval of Minutes:

Approve meeting minutes for June 8 2017.

- Motion to approve meeting minutes for June 8 2017 was made by Mr. Pace. Mr. Henson seconded. Consensus was reached.

V. Hear Individuals/Delegations:

None present.

VI. SBDM Council Policy Review/Update:

No policies were presented for review or update.

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VII. ARI School Culture Report:

No member of the Student Senate is present. There hasn't been a member of the Student Senate present at any Council meeting since the initial request for ARI School Culture Report be added to the permanent agenda. Council has asked the Secretary to contact David Hensley about keeping the ARI School Culture Report on the agenda.

\*\* As a note. The Secretary did email David Hensley about the ARI School Culture Report agenda item. He recommended that the item be removed from the agenda. Council will be able to remove the item at the next meeting, following a motion and second with consensus to remove it.

VIII. Finance Report:

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

IX. Principal's Report/Good News:

Principal Burkhart told the Council:

The building is being thoroughly cleaned and would be ready for opening day. The Football field has been re-pelleted. HCHS now has a 3 man pressure washer to be used for property maintenance.

X. New Business:

1. Council will review the Harlan County High School 2017-18 School Safety and Emergency Plan for approval. HC 065

Council reviewed the Harlan County High School 2017-18 School Safety and Emergency Plan. Council made no changes to the plan, however, they found the contact information incomplete. The Secretary will add the omitted name and contact information. Council will receive an updated contact list at the next meeting.

- Motion to approve the Harlan County High School 2017-18 School Safety and Emergency Plan, with the updated contact information, was made by Ms. Alred. Mr. Henson seconded. Consensus was reached.

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2. Council will review the 2017-18 Master Schedule for approval.

- Motion to approve the 2017-18 Master Schedule was made by Mr. Henson. Ms. Alred seconded. Consensus was reached.

3. Council will decide on Graduation Items vendors for 2017-18. HC 001.

After some discussion, Council decided to approve KGI to provide caps and gowns and memory items for the 2017-18 school year. **Council wants to make the stipulation that the basic gown with the cost of \$18.00 with no “add-ons” will be the gown used for graduation.**

Council decided to approve Jostens to provide the yearbook and class rings for the 2017-18 school year.

- Motion to approve KGI to provide caps and gowns (the basic \$18.00 gown) and memory items, and Jostens to provide the yearbook and class rings for the 2017-18 school year was made by Mr. Pace. Mr. Henson seconded. Consensus was reached.

Principal Burkhart will notify KGI and Jostens of the Council’s decision.

4. Council will set the SBDM Council regular meeting date and time for 2017-18 school year. HCHS SBDM Council ByLaw Article VI Section A:1.

Council decided to set the meeting date as the second Thursday of each month at 3:15 pm. Council will continue to meet in the HCHS Media Center

- Motion to set the HCHS SBDM Council meeting date as the second Thursday of each month at 3:15 pm in the HCHS Media Center was made by Mr. Henson. Mr. Pace seconded. Consensus was reached.

The Secretary will notify All Harlan County High School Teachers, the media, and Lisa Lewis of the meeting date and time set at today’s meeting. There will also be a notice posted on all bulletin boards with the dates and times of the SBDM meetings. Mr. Pace will also have the notice posted on the school’s website.

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5. Council will elect a Vice Chairperson. HCHS SBDM Council ByLaw Article IV A:2.

Scott Pace was nominated to serve as Vice Chairperson for 2017-18. He accepted the nomination.

- Motion to elect Scott Pace as HCHS SBDM Council Vice Chairperson for 2017-18 was made by Mr. Henson. Ms. Alred seconded. Consensus was reached.

XI. Fundraisers:

None.

XII. Trips:

Council received an Overnight Trip Request from the HCHS Cheerleaders before the meeting began. **The request was added to the Addendum Item XIV.**

The HCHS Cheerleaders request approval for an Overnight Trip to Lexington KY on July 16-17 2017. They will be participating in a Dance and Stunt Camp. All required documentation was presented with the request.

- Motion to approve the HCHS Cheerleaders Overnight Trip Request was made by Mr. Henson. Ms. Alred seconded. Consensus was reached.

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

- Motion to move to **Closed Session** was made by Mr. Henson. Mr. Pace seconded. Consensus was reached.

Council moved to **Closed Session** at 3:50 pm.

The Secretary left the meeting.

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

Council returned from **Closed Session** at 4:10 pm.

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

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

### XIV. Addendum:

1. Mr. Pace has asked to allowed to be the Council liaison with the Student Handbook printer. He presented the Council with a list of corrections and additions that need to be made to the 2017-18 handbook. Handbook changes are often made by the Council during the school year, and may not be sent to the printer in time for the updated printing. As Council liaison, he would be able to keep the printer up to date on the changes.
  - Motion to appoint Scott Pace as Council liaison with the Student Handbook printer was made by Ms. Alred. Mr. Henson seconded. Consensus was reached.
2. Council received an Overnight Trip Request from the HCHS Cheerleaders before the meeting began. **This request was added to the Addendum, and addressed in Item XII: Trips.**

### XV. Next Meeting Date:

The next meeting date will be determined at today's meeting.

**The next meeting date is Thursday August 10 2017 at 3:15 pm.**

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XVI. Adjourn:

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

The meeting was adjourned at 4:15 pm.

Edna M. Burkhart

8-10-17

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Chairperson's Signature

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Date Minutes Approved