

Martin Luther King Jr. Elementary School  
October 19, 2023 at 4:50pm  
Library Rm 214

Attendance: Please confirm quorum and list those in attendance here

1. Opening Business
  - a. Call to order (time)
  - b. Agenda approval -
    - i. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
  - c. Approval of minutes
    - i. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
  - d. Good news report
  - e. Individuals wishing to address the Council
2. Committee Reports
  - a. First motion/Second motion/Consensus
3. Staffing Updates
4. Student Achievement Update
5. Budget
  - a. Monthly School Budget Report: Council will be provided a summary of flexible code account balances (900XF) and review significant expenditures since the last budget report. Monthly budget reports [directions](#).
    1. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
6. Policy Review:
  - a. Annual review and apply REAP to the following policies (If there are changes, then you will need to conduct a first reading at this meeting; if none, then you will simply readopt the policy.)
    - i. [Curriculum Responsibilities](#)
      1. Motion to approve the second reading and adoption
        - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
    - ii. [Parent and Family Engagement](#) (Please watch [Title I Documentation "Need to Know"](#) and reference this [slide deck](#). Contact the Title I office with questions or concerns. Also, ICYMI [Beginning of Year Info for Title I Principals 2023-24.](#))
      1. Motion to approve the second reading and adoption
        - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
    - iii. [School Space](#) (updated to include SB 150 requirements)
      1. Motion to approve the second reading
        - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
7. Old Business
  - a. Review [School Safety Plan](#) with committee and sign off on review.

- b. 2<sup>nd</sup> reading and adoption of the following policies
  - i. [Bylaws](#)
    - 1. Motion to approve the 1st reading of the *Bylaws*
      - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
  - ii. [Committees](#)
    - 1. Motion to approve the 1st reading of the *Committees* policy
      - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus
- 8. New Business
  - a. Improvement Planning
    - i. **Share and Approve Phase II – Needs Assessment.** State accountability data must be released to districts and schools by **October 1**. Upon the release and review of such data, SBDM Councils collaboratively with school teams should update the Needs Assessment using directions from the SIP template. Show approval in your minutes.
    - ii. Please ask your Council view this video prior to the meeting: CSIP Video [Recording](#)
- 9. Announcements and Reminders
  - a. Required Training
    - i. Experienced Member Online Training Option Council's Role with Continuous Improvement: [Here](#) is the information about the new three-hour experienced SBDM member training.
    - ii. New members will need to attend SBDM 101. [Here](#) is the information about these sessions and how to register.
  - b. Background Checks for Parent Members KRS 160.380 (sections 1, 6, and 9) requires SBDM parent members to submit to state and federal criminal records fingerprint checks and receive a "clear CA/N" letter from the Cabinet for Health and Family Services. If an SBDM parent member is re-elected to a consecutive term, then the school district is not required to conduct these criminal records checks again. However, if there is a "break in service" and the SBDM parent member is elected later, but not consecutive to an initial term, then the school district should conduct a new state and federal criminal records check. Additional guidance is available in the [Summer 2023](#) edition of *SBDM Connections*.
- 10. Development of Next Meeting's Agenda
- 11. Adjournment (time)
  - a. 1<sup>st</sup> motion / 2<sup>nd</sup> motion / consensus