



KENWOOD STATION ELEMENTARY

SBDM Council Meeting

March 23, 2023 - 3:00 pm - Library

Chair: Jenn Crase, Principal

Teacher Representatives: Abigail Gerst, Gail Legg, Heather Ribblett, Jennifer Whyte

Parent Representatives: Brittney Hughes, Dana Klein, Ashley Payne

Agenda

1. Call to Order
2. Agenda Approval
3. Approval of the Minutes from previous meetings
 - a. [SBDM Meeting 1/26/23](#)
 - b. [SBDM Meeting 2/23/23](#)
4. Enter Closed Session to Discuss Certified & Classified Personnel Selection per KRS 61.801 (1)(f)
5. Principal Reports
 - a. [Enrollment Update](#)
 - b. [Staffing Update](#)
 - c. [Staffing Budget for 2023-2024](#)
6. Council Action Items
 - a. Waiver request of a portion of AR 4040
 - a. Consideration of an attendance note policy
 - b. Review of policies: 1001 - 1009 - Renamed as Bylaws
 - i. [Bylaws document](#)
 - ii. [Policies 1001 - 1009](#)
7. Open Expression
8. Adjourn

Next Meeting is scheduled for April 27, 2023 at 3:00 p.m. in the Library

Minutes:

1. Meeting was called to order by Jenn Crase at 3:01.
2. Not in attendance: Dana Klein and Ashley Payne. Brittney Hughes attended virtually.
3. Agenda approval - motion to approve by Jennifer Whyte, seconded by Abigail Gerst.
4. January Minutes - Motion to approve by Abigail Gerst, seconded by Heather Ribblett.
5. February meeting canceled due to unavailability of 3 board members. Motion to approve by Jennifer Whyte, seconded by Gail Legg.
6. **[closed session]** SBDM entered closed session at 3:04. SBDM exited the closed session at 3:07. No action items occurred during the closed session.
7. Principal Reports
 - a. Principal Crase shared Enrollment updated numbers.
 - b. Principal Crase shared that there has been one new Jungle employee hired for summer and fall. One ECS Aide job has been posted and is being shared by two long term substitute teachers.
 - c. The Staffing Budget for 2023-2024 was discussed. Projected grade level numbers, class sizes and projected staffing allocations were also discussed.
8. Council Action Items
 - a. Council reviewed AR policy 4040
 - b. Council proposed a request for a waiver of the portion of AR 4040 that addressed the review of 504's from every year to every 3 years. Recommended review be done in the 3rd grade and again the 6th grade.
 - c. Discussion of attendance note policy. Recommendation for a 10 day window to turn in attendance notes. Update will be included in the next meeting.
 - d. Review of School Policies: 1001 - 1009.
 - e. Motion to combine policies into a single document. To Rename these policies Kenwood Station Bylaws. Motion to approve was made by Jennifer Whyte and seconded by Heather Ribblett.
9. No one was present for open expression.
10. Motion to adjourn was made by Abigail Gerst, seconded by Gail Legg.

Meeting was adjourned at 3:47.