

King Elementary
Date: September 2023
Meeting Time
Location

Attendance: Please confirm quorum and list those in attendance here

1. Opening Business
 - a. Call to order (time)
 - b. Agenda approval
 - i. 1st motion / 2nd motion / consensus
 - c. Approval of minutes
 - i. 1st motion / 2nd 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 last budget report. Monthly budget reports [directions](#).
 1. 1st motion / 2nd 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 first reading
 - a. 1st motion / 2nd 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 first reading
 - a. 1st motion / 2nd motion / consensus
 - iii. [School Space](#) (updated to include SB 150 requirements)
 1. Motion to approve the first reading
 - a. 1st motion / 2nd motion / consensus
7. Old Business
 - a. Review School Safety Plan with committee and sign off on review.

- b. 2nd reading and adoption of the following policies
 - i. [Bylaws](#)
 - 1. Motion to approve the 1st reading of the *Bylaws*
 - a. 1st motion / 2nd motion / consensus
 - ii. [Committees](#)
 - 1. Motion to approve the 1st reading of the *Committees* policy
 - a. 1st motion / 2nd motion / consensus
- 8. New Business
 - a. Improvement Planning
 - i. Share and Approve SIP Phase 1 with the Council using the Google Form SIP materials. Show approval in your SBDM minutes. Phase I includes the following:
 - 1. Continuous Improvement Diagnostic for Schools
 - 2. School Safety Report
 - 3. Executive Summary for Schools
 - b. [School Report Card Phase II](#) Part C: Schools will need to email the signed SBDM signature page to Dr. Cheng Fisher and Kourtney Carpenter
 - i. [Here](#) is the step-by-step instructions for SRC Phase II part C (SBDM Signature Page)
- 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. 1st motion / 2nd motion / consensus