

Harlan County High School

Site Based Decision Making Council Meeting Minutes

Date: July 10 2014 Time: 4:00 PM Location: HCHS Media Center

Special Called Meeting

I. Call Meeting to Order:

Principal Burkhart called the meeting to order at 4:08 pm.

II. Roll Call:

Mrs. Carruba, Mrs. Mackowiak, Mr. Mosley, Mr. Pace, and Principal Burkhart are present. Ms. Mefford is absent. Quorum is present to proceed with the agenda.

III. Approval of Agenda:

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

IV. Approval of Minutes:

Approve meeting minutes for June 3 2014

Regular meeting scheduled for July 1 2014 was cancelled due to a lack of quorum.

- Motion to approve the meeting minutes for June 3 2014 was made by Mrs. Carruba. Mr. Mosley seconded. Consensus was reached.

V. Hear Individuals/Delegations:

None present.

VI. SBDM Council Policy Review/Update:

Council was given an updated list of required SBDM policies during their training session. Each Council member will review the updated policy list and make any recommendations to amend current policies or form new ones at the next regular meeting.

VII. New Business:

1. Changes in some classroom assignments:

\*Principal Burkhart told the Council that the math teachers located on the third floor have changed classrooms with other teachers in order to have the math department in one location on that floor.

\*Two Resource teachers have been assigned to the Resource room on the third floor. The Spanish teacher who was occupying the Resource room has been relocated to the second floor.

2. Assistant Principal Assignments:

\*Assistant Principals assignments have changed for the next school year. Kathy Napier will have an office on the first floor, LeAnne Huff will have an office on the second floor, and Mark Bailey will have an office on the third floor.

3. Council will set day of the week and time of day for SBDM meetings to be held during 2014-2015 school year.

- Motion to set the 2014-2015 SBDM meeting date to the first Tuesday of each month at 4:00 pm in the HCHS Media Center was made by Mr. Pace. Mrs. Carruba seconded. Consensus was reached.

4. Council will elect Vice Chair for 2014-2015.

- Motion to elect Kristie Mackowiak as SBDM Vice Chair was made by Mr. Mosley. Mr. Pace seconded. Mrs. Mackowiak abstained. Mr. Mosley, Mr. Pace, and Mrs. Carruba voted “yes”.

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5. Freshman Orientation:

Freshman Orientation will be held on Tuesday August 5 2014 at 1:00 pm. All HCHS teachers will be at HCHS earlier that day for a meeting. This will give students and parents the opportunity to meet the teachers, and students will get their schedules on that day.

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

1. Council will review applications for positions vacant at HCHS:

- Three (3) Science positions
- Health and PE
- ½ Drama ½ English

2. Custodial Coordinator Stipend

- Motion to move to Closed Session was made by Mrs. Carruba. Mrs. Mackowiak. Consensus was reached.

**Council moved to Closed Session at 5:08 pm.**

- **Motion to return from Closed Session was made by Mrs. Mackowiak. Mr. Mosley seconded. Consensus was reached.**

**Council returned from Closed Session at 6:38 pm.**

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

Council set Wednesday July 16 2014 as interview date for applicants. There will be 8 applicants interviewed. 4 Science, 2 Health and PE, 1 Art, 1 Drama/English. This will be a Special Called Meeting. Principal Burkhart will notify the applicants of the date and time of their interview.

Media will receive notification of the Special Called meeting on Wednesday July 16 2014 by email.

IX. Next Meeting Date:

Next regular meeting date will be determined at today's meeting.

The next regular meeting is scheduled for Tuesday August 5 2014.

X. Adjourn:

- Motion to adjourn was made by Mrs. Carruba. Mrs. Mackowiak seconded. Consensus was reached.

The meeting was adjourned at 6:48 pm.

Edna M. Burkhart

8-5-14

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Chairperson's Signature

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Date Minutes Approved