

**G.C. BURKHEAD SITE BASED COUNCIL
JULY MEETING MINUTES
July 20th, 2:45pm**

The meeting was called to order by the chairperson, Hal Bender, with the following members present: Mary Horn, Alisa Nichols and Heather Korrell.

Members Absent – Dannya Mora, Keisha Davenport (Vacated her seat)

RECOGNITION OF VISITORS – None

Alisa Nichols made a motion to approve the agenda. Mary Horn seconded. Motion carried by consensus.

Mary Horn made a motion to approve the May minutes. Alisa Nichols seconded. Motion carried by consensus.

Mr. Bender announced that Keisha Davenport had vacated her seat as parent representative for the 23-24 school year. Mr. Bender stated that PTA would be conducting nominations and elections to fill her seat within the next two or three weeks.

Mr. Bender distributed training verifications, special meetings notices, and open records laws. Present SBDM members signed off on these documents. Those not in attendance would receive them at our next meeting.

The next order of business was to elect a council co-chair. Alisa Nichols nominated Heather Korrell. Heather Korrell accepted the nomination. Mary Horn made a motion to name Heather Korrell co-chair. Alisa Nichols seconded. Motion carried by consensus.

Mr. Bender proposed meeting times for monthly SBDM meetings. Motion was made by Heather Korrell to have meetings on the third Thursday of the month, at 2:45 in the library. Mary Horn seconded. Motion carried by consensus.

Mr. Bender proposed times and dates for monthly faculty meetings to be the first Wednesday after school. Alisa Nichols made a motion. Heather Korrell seconded. Motion carried by consensus.

Mr. Bender introduced new legislation recently passed by the Kentucky legislature. Mr. Bender explained that legislation will be introduced to the staff on opening day as some of the HCS policies and procedures were still being revised.

Mr. Bender introduced an update to the school's Emergency Management Plan. A cardiac emergency response team will be added to the plan. Mr. Bender will meet with the response team prior to the start of school and will make all staff aware of these changes on opening day. Mr. Bender will bring the updated EMP to SBDM for approval at next month's meeting.

Mr. Bender presented the budget.

Mr. Bender consulted with SBDM on staffing, new hires, and recent resignations.

ADJOURNMENT – There being no further business Alisa Nichols motioned to adjourn the meeting. Mary Horn seconded. Motion carried by consensus.

Signed _____
