Site Base Agenda   
July 13, 2023, 3:00 PM   
Highland Turner Elementary

Vision: Every Student, Every Day, College/Career and Citizenship Ready

Mission: Highland-Turner provides rigorous and relevant instruction in a clean, safe, nurturing environment where we take responsibility for producing productive members of society.

**Present Council Members**Greg Bates  
Jeremy Hall  
Karen McIntosh  
Cindy Salyers  
Melissa Smith  
Phillip Watts  
  
**Guests**Grant Chenoweth-Breathitt County Schools Board Attorney  
Mia Morales-KDE SBDM Consultant

**1. Call to Order**   
The meeting was called to order by Superintendent Phillip Watts at 3:00 P.M.

**a. Roll Call**Highland-Turner SBDM members Greg Bates, Jeremy Hall, Karen McIntosh, Cindy Sayers, and Melissa Smith were all present. Phillip Watts, superintendent chaired the meeting. The SBDM Council was also joined by Grant Chenoweth (BCS Board Attorney) and Mia Morales (KDE SBDM Consultant).

**2. Consider approval of the first reading to the SBDM policy – Principal Selection, to address the new KRS legal requirements, sample document provided from KASC.**   
**Motion Passed:** A motion was made by Jeremy Hall and seconded by Melissa Smith to approve the SBDM policy-principal selection.  
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

**3. Principal Selection   
a. SBDM Training-Selecting a Principal-KDE Trainer-Mia Morales**Kentucky Department of Education SBDM Consultant Mia Morales provided training for selecting a principal.   
**b. Review/Sign - nondisclosure/confidentiality statement.**Superintendent Phillip Watts reviewed the nondisclosure/confidentiality statement. All council members signed the statement. **c. Establish a timeline for the principal selection process.**A timeline was reviewed for the principal selection process. **d. Set a date/time/location to conduct interviews.**Interviews for the vacant principal position will take place on Wednesday, July 19th, 2023 at 3:00 p.m.  **e. Review of HTS Principal Qualities Survey.**Superintendent Phillip Watts and council members reviewed pertinent questions for the principal qualities survey. The survey will be pushed out to stakeholders on July 14th.  **f. Consider approval of selecting questions for the principal interview.   
Motion Passed:** After discussion, a motion was made by Cindy Salyers and seconded by Karen McIntosh to approve questions for the principal interviews.   
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes  
  
**4. Consider approval of adjourning to executive session in compliance with KRS 61.810 (1)(f) to discuss/screen applicants for appointment to the principal position.   
Motion Passed**: A motion was made by Karen McIntosh and seconded by Melissa Smith to adjourn to executive session in compliance with KRS 61.819 (1)(f) to discuss/screen applicants for appointment to the principal position at 4:12 P.M.   
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes  
  
**5. Consider approval of returning to open session.  
Motion Passed:** A motion was made by Jeremy Hall and seconded by Melissa Smith to return to open session at 5:03 P.M.  
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

**6. Action resulting from closed session.   
Motion Passed:** The council reviewed applicants and will interview candidates for the vacant principal position beginning at 3:15 P.M. on July 19, 2023. A motion was made by Melissa Smith and seconded by Karen McIntosh to approve the action.   
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

7. **Adjournment  
Motion Passed:** A motion was made by Karen McIntosh and seconded by Cindy Salyers at 5:11 P.M. to adjourn the meeting.  
Greg Bates-Yes  
Jeremy Hall-Yes  
Karen McIntosh-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes