

HTE SBDM Regular Monthly Meeting

July 20, 2026

11:00 A.M.

Highland Turner Elementary Library

10355 HWY 30 West

Booneville, KY

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

Spencer Back

Jeremy J. Hall

Margaret Henson

Karen McIntosh

Cindy Salyers

Melissa Smith

Absent Council Members

None

Guests

None

1. Call to Order

a. Roll Call

Jeremy J. Hall called the meeting to order at 11:02 a.m. with members Spencer Back, Jeremy Hall, Cindy Salyers, Karen McIntosh, Margaret Henson, and Melissa Smith present.

Motion passed: Karen McIntosh made a motion, seconded by Margaret Henson, to adopt the agenda.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

2. Approval of Minutes

Motion Passed: A motion was made by Melissa Smith, seconded by Cindy Salyers, to approve the minutes from the June 2nd meeting.

Spencer Back-Abstain

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

3. Review Vision/Mission Statement

Jeremy Hall reviewed the Highland-Turner vision and mission statements.

4. Reports for student academic success

a. CSIP

Jeremy Hall discussed the CSIP process for new members, including how to access and review the current documents.

5. Consider Policy Revisions

a. Writing Policy

Writing policy was reviewed but may need to be revised with additional guidance from district and KDE staff with revised academic standards.

b. Portable Automated External Defibrillator (AED) Use Policy

AED Use Policy was reviewed, and no changes are needed at this time.

c. Consider approval of entering into closed session per KRS 61.810(1)(4) for annual review of specific confidential procedures contained in the school's emergency management response plan.

Motion passed: Karen McIntosh made a motion, seconded by Margaret Henson, to enter into closed session per KRS 61.810(1)(4) for annual review of specific confidential procedures contained in the school's emergency management response plan.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

d. Consider approval of resuming open session.

Motion passed: Karen McIntosh made a motion, seconded by Margaret Henson, to resume open session.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

e. Action resulting from closed session

The 2026-2027 HTE Emergency Management Plan was discussed and approved.

6. Discussions

a. Elect SBDM Officers

I. Vice-Chair

II. Secretary

After taking nominations, accepting nominations, and voting, Karen McIntosh was elected Vice-Chair and Cindy Salyers was elected Secretary.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

b. Determine regular meeting dates, times, and locations

The Highland-Turner SBDM Council will meet on the second Tuesday of each month at 3:30 at the school.

c. KRS 158.195

d. KRS 158.183

e. The Kentucky Open Records and Open Meetings Act

f. Managing Government Records

g. KDE's 2026 Legislative Guidance

Items c-g were distributed to council members electronically and discussed. Members signed the certificate of receipt or distribution.

h. Review 2026-2027 Master Schedule

The master schedule was reviewed.

i. SBDM Training

SBDM training has been scheduled for all members.

j. Tiger Treats Fundraiser

Motion passed: Melissa Smith made a motion, seconded by Margaret Henson, to approve the Tiger Treats Fundraiser.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

7. Consider Curriculum

No updates at this time.

8. Consider Budget

a. Adopt/Approve 2026-2027 SBDM Budget

Motion Passed: Margaret Henson made a motion, seconded by Karen McIntosh, to approve the 2026-2027 SBDM budget.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

b. Adopt/Approve School Activity Funds Budget

Motion Passed: Cindy Salyers made a motion, seconded by Melissa Smith, to approve the 2026-2027 school activity funds budget.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

c. School Activity Funds Budget

d. SBDM Budget

e. Title I Budget

Motion Passed: Margaret Henson made a motion, seconded by Karen McIntosh, to approve

the school activity funds, SBDM, and Title I budgets.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

9. Communication/Sharing

Mobile Dairy Classroom will visit the school in October.

10. Adjournment

Motion Passed: A motion was made by Karen McIntosh and seconded by Spencer Back at 11:53 a.m. to adjourn the meeting.

Spencer Back-Yes

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

Jeremy J. Hall, Principal

Jeremy J. Hall

Margaret Henson, Teacher

Margaret Henson

Karen McIntosh, Teacher

Karen McIntosh

Melissa Smith, Teacher

Melissa Smith

Spencer Back, Parent

Spencer Back

Cindy Salyers, Parent

Cindy Salyers