

Special HTE SBDM Meeting  
July 9, 2025  
8:30 AM.  
Highland Turner Elementary  
10355 KY-30 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**

Jeremy J. Hall  
Margaret Henson  
Karen McIntosh  
Diane Noble  
Cindy Salyers  
Melissa Smith

**Absent Council Members**

None

**Guests**

None

**1. Call to Order**

**a. Roll Call**

Jeremy Hall called the meeting to order at 8:30 a.m. with members Margaret Henson, Karen McIntosh, Diane Noble, Cindy Salyers, and Melissa Smith present. There were no absent members or guests in attendance.

**b. Adopt Agenda**

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

Jeremy J. Hall-Yes  
Margaret Henson-Yes  
Karen McIntosh-Yes  
Diane Noble-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

**2. Review Vision/Mission Statement**

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

**3. Discussions**

**a. Elect SBDM Officers**

**I. Vice-Chair**

**Motion Passed:** Karen McIntosh was nominated by Melissa Smith, seconded by Cindy Salyers,

for the position of Vice-Chair.

Jeremy J. Hall-Yes  
Margaret Henson-Yes  
Karen McIntosh-Yes  
Diane Noble-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

## **II. Secretary**

**Motion Passed:** Margaret Henson was nominated by Karen McIntosh, seconded by Diane Noble, for the office of secretary.

Jeremy J. Hall-Yes  
Margaret Henson-Yes  
Karen McIntosh-Yes  
Diane Noble-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

### **b. Determine regular meeting dates, times, and locations.**

The first regularly scheduled meeting will take place on July 29th at 3:30 p.m. Beginning in August, meetings will occur on the second Tuesday of each month, starting at 3:30 p.m.

### **c. SBDM Training**

The council will utilize the Experienced Member course from KASC. A purchase order is in process, and members will begin training as soon as it is approved.

### **4. Consider approval of adjourning to executive session in compliance with KRS 61.810(1)(f) to discuss/screen applicants for the vacant custodian position.**

**Motion Passed:** Karen McIntosh made a motion, seconded by Margaret Henson, to adjourn to executive session to discuss/screen applicants for the vacant custodian position at 8:41 a.m.

### **5. Consider approval of returning to open session.**

**Motion Passed:** Melissa Smith made a motion, seconded by Margaret Henson, to return to open session at 8:57 a.m.

Jeremy J. Hall-Yes  
Margaret Henson-Yes  
Karen McIntosh-Yes  
Diane Noble-Yes  
Cindy Salyers-Yes  
Melissa Smith-Yes

### **6. Action resulting from closed session.**

The council will reconvene on July 10th at 1:15 p.m. and interview three candidates at 1:30 p.m., 1:45 p.m., and 2:00 p.m.

### **7. Adjournment**

**Motion Passed:** A motion was made by Karen McIntosh and seconded by Cindy Salyers at

8:59 a.m. to adjourn the meeting.

Jeremy J. Hall-Yes

Margaret Henson-Yes

Karen McIntosh-Yes

Diane Noble-Yes

Cindy Salyers-Yes

Melissa Smith-Yes

Jeremy Hall, Principal

Jeremy J. Hall

Karen McIntosh, Teacher

Karen McIntosh

Melissa Smith, Teacher

Melissa Smith

Margaret Henson, Teacher

Margaret Henson

Diane Noble, Parent

Cindy Salyers

Cindy Salyers, Parent