

**“Approved by Council”  
Burlington Elementary School  
Site-Based Council  
General Meeting  
Monday September 12, 2016  
5:00 p.m. Library**

**Council Members Present:** Kim Gilbert, Ryan Dittmer, Patricia Kaylor, Sara Swan, Kristine Konsulis, and Melissa D’Aleccio

**Council Members Absent:** Alyson Scheper

**Public Present:** Janet Lee, Secretary

The Meeting was called to order at 5:10 PM.

**a. Opening Business**

- 1. Agenda Approval** - The Agenda was reviewed. The Agenda was accepted by consensus with the addition of items “i. Title I Policy Review” and “j. BYOT”.
- 2. August Minutes** – Council reviewed the Minutes for August 8, 2016 General Meeting, August 25, 2016 Special Meeting. All Minutes were accepted as written, by consensus.
- 3. Good News Reports** – The recycling club met for the first time today. Chorus starts tomorrow. Fourth Grade is visiting Camp Carlisle this week. The Student Advisory Council is scheduled to meet 9/27/16. The National Anthem Sing-along was held.
- 4. Public Comment** – None

**b. Personnel – CLOSED SESSION - Under KRS 61.810(1)(f) Council is allowed to go into closed session to discuss personnel matters** – Ms. Kaylor moved to close the Meeting. Mrs. Swan seconded the motion. The Meeting was closed at 5:17 PM. Council made recommendations for the custodial position and the Horticulture Club Sponsor.

**c. Safety Plan - Under KRS 61.810(1) (m) and Exempt Records KRS 61.878 (3) (m) Council is to go into closed session to review Safety Plan. –**

- 1. Safety Audit – October 18<sup>th</sup>.** – Mr. Dittmer moved to open the Meeting. Ms. Kaylor seconded the motion. The Meeting was opened at 5:40 PM.

**d. Assessment – STAR TESTING results** – STAR Testing is finished. The results will be available next month.

- e. **Committee Meetings** – The Minutes for the Wellness and PBIS Committees are attached.
- f. **Budget Report** – Mrs. Gilbert presented the attached Budget Report. The Budget was approved, by consensus, with negative numbers.
- g. **Policy #5.4 - Assignment of Students to Classes– Second Reading** – Council members signed the revision of Policy #5.4 – Assignment of Students to Classes.
- h. **Wellness Policy #7.3 – First Reading** – The Wellness Committee met. Council reviewed, discussed, and accepted the Committee’s recommendation to change breakfast time because of new School Start Time. Council also discussed the recommendation of adding a paragraph regarding not bringing sodas in packed lunches but declined to make the change at this time.
- i. **Title I Policy Review** – Council reviewed and accepted the attached Title I Policy.
- j. **BYOT** – Mr. Dittmer stated that the BYOT Policy needs revision because of availability of technology provided for students. Council discussed and agreed to add it to the Agenda for the next General Meeting.
- k. **Open Meeting/Open Records & Records Retention** – The Open Meeting/Open Records & Records Retention documents were distributed to Council members. Proofs of Receipts were collected for all but Ms. Scheper who was absent.

Council agreed, by consensus, to schedule a Special Meeting for reviewing the interview of Pre-school Para-educator position. The meeting will be held Wednesday, September 14<sup>th</sup> at 1:45 PM.

The meeting was adjourned, by consensus, at 6:25 PM.