

**Drakes Creek Middle School  
SBDM Council Meeting Minutes  
August 27, 2012**

Minutes of the Drakes Creek Middle School School Based Decision Making Council's meeting held Monday, August 27, 2012 in the library of Drakes Creek Middle School, located at 704 Cypress Wood Way, Bowling Green, Kentucky 42104.

**CALL THE MEETING TO ORDER**

The meeting was called to order at 4:00 PM by Mr. Daryl Woods, Principal.

Members present were: Daryl Woods, principal; Tom Bromer, teacher representative; Rosemary Irwin, teacher representative; Greg Witty, teacher representative; Sheri Brittnham, parent representative and Bryan Veatch, parent representative.

A motion was made by Mr. Witty and seconded by Mr. Bromer to accept the agenda as presented, with the addition of approving the financial report and reporting on PBIS. Motion passed.

Council Members were given a copy of the minutes from the July 17, 2012 meeting. A motion to approve the minutes as read was made by Ms. Irwin and seconded by Mr. Witty. Motion passed.

Council Members were given a copy of the SBDM budget report and the DCMS Activity Fund report. Mr. Woods noted that the totals on the SBDM budget are incorrect because the amounts budgeted for the 2012-2013 school year had not been entered yet by the finance department at central office. All expenditures were correct as listed. Mr. Veatch inquired about the status of the \$5,000 energy award. Mr. Bromer reported that he is waiting on equipment donations from General Motors before completing any transactions. A motion to approve the financial reports as presented was made by Ms. Irwin and seconded by Mr. Witty. Motion passed.

**OLD BUSINESS**

There was no old business to report.

**NEW BUSINESS**

A motion was made by Ms. Brittnham and seconded by Mr. Witty to name Rosemary Irwin as SBDM secretary with Mr. Witty serving as alternate. Motion passed.

"Managing Government Records" and "The Kentucky Open Records and Open Meetings Acts" documents were distributed. Members signed acknowledgment forms.

SBDM By-Laws were distributed to members.

Parent representatives were given instructions to visit the personnel department to obtain their annual background checks.

Mr. Woods reported that all Professional Development except the PLC meetings had been conducted as scheduled in the Professional Development plan. PLC meetings will be held throughout the school year.

Mr. Woods provided copies of the PBIS Committee's Action Plan for the 2012-2013 school year. School-wide expectations were posted during the summer and student orientation has been completed.

Ms. Brittenham reported that some parents have requested that they receive the school supply lists earlier in the summer next year. Mr. Woods noted the request. The council agreed that the annual Back to School Bash was a success with 481 student families in attendance.

A motion was made by Mr. Bromer and seconded by Ms. Brittenham to adjourn. Motion passed.

**NEXT MEETING**

The next meeting will be on September 24, 2012 at 4:00 PM in the library.

**Minutes submitted by**

Daryl Woods

Minutes approved \_\_\_\_\_

Council Chair's Signature \_\_\_\_\_