

**Butler County Middle School  
SBDM Special Called Meeting Minutes  
February 26, 2018  
3:15 p.m. in BCMS Conference Room**

The Butler County Middle School SBDM council met on February 26, 2018. The following SBDM members were present: Jon Hunt, Thomas Harper, John Embry, non SBDM member Donna Annis, and Principal Tim Freeman led the meeting.

- **Meeting was called to order at 3:15 PM**
- **Approval of Agenda:** Mr. Freeman asked for approval for the agenda. There were no items that were added to the agenda. Mr. Embry made the motion to approve and it was seconded by Mr. Harper. Consensus was met.
- **Approval for Reader Excellence Grant:** Mrs. Annis spoke to the council about the Reader Excellence Grant that the district is applying for and the benefits it would have for the students of Butler County. Mr. Embry made the motion to approve and it was seconded by Mr. Hunt. Consensus was met. SBDM council signed the approval letter for Mrs. Annis.
- **Approval of Copy Machine Codes:** Mr. Freeman asked the council for permission to code the copy machine in order to track copies made by staff. Council approved for the codes by individual teachers. Mr. Hunt made the motion to approve and it was seconded by Mr. Embry. Consensus was met.

**Communication**

- **7th Grade Junior Achievement:** Mr. Freeman announced to the SBDM that all 7th grade girls will be participating in a field trip for Junior Achievement in Bowling on March 6th.
- **School Safety:** Mr. Freeman informed council that Mr. Howard will be attending a school safety open meeting in Warren County for parents to ask questions. Butler County will be following a format similar to help answer questions about our safety procedures within the schools. Also, Mr. Freeman stated that the school will be doing a lockdown on Friday, March 9th at some point during the school day. Mr. Freeman will be sending a one call, remind text, and a letter going home to help communicate the drill.
- **Adjourn:** Mr. Harper made the motion to adjourn at it was seconded by Mr. Hunt. Consensus was met and the meeting was adjourned at 3:35 PM.