

**Butler County Middle School
SBDM Called Meeting Minutes
December 10, 2018
3:15 PM in BCMS Conference Room**

The Butler County Middle School SBDM council met on December 10, 2018 in a scheduled called session. The following SBDM members were present: Monica Crawford, Thomas Harper, Kim Grubb, John Embry, Melissa Renfrow, and Principal Tim Freeman led the meeting.

- **Meeting was called to order at 3:15 PM.**
- **Approval of Agenda:** Mr. Freeman asked for the current Math position that is open to be put under communication. Mr. Freeman asked for approval of the agenda. Mr. Harper made the motion to approve the agenda, and it was seconded by Mrs. Grubb.
- **Approval of Minutes:** Mr. Freeman asked for approval of the November SBDM minutes that were sent to the council. Mrs. Renfrow made the motion to approve, and it was seconded by Ms. Crawford. Consensus was met.
- **Approval of the budget:** Mr. Freeman covered the ledger budget and stated that there was not a current copy of the SBDM budget. Mrs. Grubb made the motion to approve, and it was seconded by Mr. Embry. Consensus was met.
- **Approval of the Butler County Middle School Writing Policy:** Mr. Freeman presented a draft of a writing policy for approval. Mr. Freeman met with the Language Arts department in October and in November to develop a school wide writing policy that reflects district initiatives. Mr. Harper made the motion to approve, and it was seconded by Mrs. Renfrow. Consensus was met.

Communication

- **Winter Festival:** Mr. Freeman informed the council of the schedule for the Winter Festival that is sponsored by the BCMS PTO. Mr. Freeman discussed the wants, needs, and staff assignments.
- **CSIP:** Mr. Freeman informed the council that he is near completion of the CSIP. Mr. Freeman will share with the council in January before the January Board meeting.
- **Math Position:** Mr. Freeman informed the council that Ezekiel Woodcock has been hired as the new 6th grade math teacher. He will assume responsibilities in January of 2019 when school resumes from winter break.
- **Adjourn:** With no other items on the agenda, Mr. Embry made the motion to adjourn, and it was seconded by Mrs. Grubb. The meeting was adjourned at 3:26 PM.