

# Lawrence County Board of Education Special Meeting & Tentative Budget Work Session

*Every Child College and Career Ready;  
A Community Involved and Informed*

May 10, 2018 5:30 p.m.  
Lawrence County High School  
Louisa, Kentucky

Attendance Taken at 5:30 p.m.:

Present Board Members:

Mr. D. Heath Preston, Chairman  
Ms. Garnett Skaggs, Vice-chair  
Ms. Barbara Robinson  
Mr. James See  
Ms. Maddlene Roberts

Present: Superintendent: Dr. Robbie Fletcher; Finance Officer: Ms. Brandi VanHoose; Director of Pupil Personnel & District Personnel: Vernon Hall; Federal Programs/District Assessment Coordinator: Mary Hall; Lawrence County High School Principal: Christy Moore; Blaine Elementary Principal: Shawn Jennings; Louisa West Elementary Principal: Debbie Delong; Attorney Joseph Whitaker representing Jonathan Shaw, Board Attorney; Chief Information Officer/District Technology Coordinator: Tommy Burns; Board Secretary: Betty Mullins

## MINUTES

### 1. CALL TO ORDER

Chairman Preston called the meeting to order with a reminder that the mission of the Board and Lawrence County Schools is *Every Child College and Career Ready; A Community Involved and Informed*. He led *The Pledge to the United States Flag*.

### 2. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

#### 2.A. District Academic Teams

Dr. Fletcher welcomed elementary, middle, and high school academic teams stating that this is one of his favorite recognitions of the year. Coaches introduced their teams and announced the successes of the year that culminates in the Kentucky Governor's Cup Competition. Sisters Carrie Jo and Kate Cecil, representing Lawrence County High School, both placed in state Governor's Cup Competition. Carrie Jo placed 8<sup>th</sup> in Lawrence Arts and Kate placed 10<sup>th</sup> in Arts & Humanities. Dr. Fletcher stated, "It's no longer 'you're from Lawrence County and you made it', it's now 'you're from Lawrence County and you're expected to make it'". And, these two young ladies have helped to change the expectations of our academic teams because of their hard work ... making it to the Governor's Cup stage at state competition." Dr. Fletcher also thanked retiring high school coaches, Ed Dixon and Scott Osborn, for their hard work and many successes over the past ten years. Certificates of recognition were presented to each team and to Kate and Carrie Jo Cecil.

## **2.B. LMS: 2018 PLTW Distinguished School**

Louisa Middle School has been recognized as a Project Lead the Way (PLTW) Distinguished School for increasing access, engagement, and achievement in PLTW programs. Louisa Middle is one of two middle schools in Kentucky and one of just 110 middle schools across the U.S. to receive this honor for its Gateway program. LMS PLTW teacher Bill Hammond accepted a certificate on behalf of the school and received a certificate in recognition for his leadership in the Science, Technology, Engineering, and Math (STEM) program. Mr. Hammond stated that students have the opportunity to experience three different areas of STEM, Robotics, Engineering, and Medical Detectives. Each of these feed into career tracks at the high school for instance the engineering and biomedical courses. He thanked the board for their support of the PLTW programs in middle and elementary schools throughout the district and the high school.

## **3. COMMUNICATION**

### **3.A. Superintendent's Update:**

#### **3.A.1. Legislative News**

Dr. Fletcher provided board members a handout containing a summary of education-related bills that will be affecting our district next year. More information will be coming once processes for implementation are in place.

#### **3.A.2. Calendar of Events for May**

Board members received a calendar of end-of-year activities and celebrations at each school and were invited to attend them. Dr. Fletcher noted that graduation is less than two weeks away.

## **4. STUDENT LEARNING AND SUPPORT SERVICES**

**4.A. Approval of Claims and Orders of the Treasurer** passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0. *(Dr. Fletcher noted that the only claims presented dealt with student scholarships.)*

### **CONSENT AGENDA**

**4.B. Approval of Consent Agenda** items, as presented, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**4.B.1. Per diem and expenses for board members present**

**4.B.2. Per diem and expenses for board members for training required by statute received at the KSBA Annual Conference, March 2nd & 3rd, 2018**

**4.B.3. 2018-2019 KEDC Cooperative Membership Agreement: \$1969.08**

**4.B.4. Renewal: Amended Windstream Agreement; July 1, 2018 to June 30, 2019**

**4.B.5. Grants:**

**4.B.5.a. Fallsburg FRYSC United Way grant submission; Brenda Curry**

**4.B.5.b. Lawrence County Schools partnership/support for POWER Initiative Grant submission by Kentucky Datastream Initiative to Appalachian Regional Commission; Thomas Burns, CIO**

**4.B.5.c. Permission for teachers to apply for KVEC Learning Innovation Grants**

**4.B.6. Requests:**

**4.B.6.a. Use of Facilities: Louisa West Elementary by Mountain Comprehensive Care (MCCC) for Summer Fun Camp; June 4-7, 2018; 8 a.m. to 3 p.m.; Promod Bishnoi, CEO & Kathy Valee; insurance provided**

**4.B.6.b. Use of Facilities: Louisa Middle School parking lot by Lawrence County Youth Football League (LCYFL) for fundraising; May 20, 2018; William Prince**

**4.B.6.c. Overnight school trip to State Tennis Tournament, Lexington, KY; May 16 to May 18, 2018; Tennis Coaches Cindy Hay and Cassandra Webb**

**4.B.6.d. Fundraiser: LCHS Follies**

**4.C. Approval to award the bid for grass mowing services for the 2018 season, as recommended by Superintendent Fletcher, to Lawn Express, Inc. of Catlettsburg, Kentucky, passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 5 to 0. (*Bid price per cutting cycle or as needed per seasonal variation: \$1,799.75*)**

Dr. Fletcher stated that bids were received from three different companies, and a rubric was used to score each bid. Criteria on the bid: time required to complete a cycle of mowing, number of employees, number of mowers (54" or greater), number of comparable contracts, safety equipment, uniforms, background checks. Lawn Express received 35 out of 35 points possible on the rubric; the other two bids were 29/35 and 27/35.

**4.D. Approval to declare maintenance vehicles as surplus property passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0.**

**Maintenance Vehicles:**

Vehicle	Year	VIN Number
Ford Ranger XLT Truck	1990	1FTCR10A0LUB00923
White Dodge Ram 250 Van	1992	2B7HB21Y0NK105950
Red Dodge Ram 350 Passenger Van	1992	2B5WB35Y8NK127971

**4.E. Approval to appoint Phillip Hunt of Hall and Clark Insurance Agency as the agent of record for insurances passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.**

**4.F. 2018-2019 TENTATIVE BUDGET WORK SESSION & LOCAL FACILITIES PLANNING DISCUSSION**

**4.F.1. Overview: Dr. Robbie Fletcher, Superintendent**

Funding has decreased in many areas due to cuts in funding at the state level resulting in nearly a \$350,000 cut to the overall budget for next school year. Dr. Fletcher pointed out programs no longer being funded and cuts to existing programs. The state is providing no professional development funds, no funds for instructional materials, and several programs will receive a 6.4% decrease. Preschool funding is dramatically less in addition to higher costs being directed to the district because of the loss of YCC funding and the SIG grant and the rise in utilities.

“As we look at state accountability, we need to adapt to what our students’ needs are. We are approaching each day with the goals of proficiency, grade level expectations and higher, and also transition readiness. The budget focuses on achieving these goals while looking for a model for personal learning.”

#### **4.F.2. Local Facilities Planning Summary/Information**

The board was provided a draft copy of the *Lawrence County Schools District Facilities Plan*. The plan has been sent to the Kentucky Department of Education for approval. Once it is received back and any recommended changes addressed, the plan will be brought to the board for approval. The earliest for any supporting funds from KDE to replace Louisa West would be 2020, and the most recent amounts awarded to schools for construction has been less than in the past. Dr. Fletcher stated that the board needs to keep the facilities plan in mind as budget discussions occur.

#### **4.F.3. 2018-2019 Tentative Budget Update: Brandi VanHoose, Finance Director**

Ms. VanHoose provided and led discussion on the following information:

##### Tentative Budget

The tentative budget contains the projected revenues and expenditures of all funds for the upcoming fiscal year. State law requires that the local board adopt a Tentative Budget by May 30 of each year.

##### Revenue

- SEEK (per pupil funding will increase from \$3,981 to \$4,000 – the increase has not been reflected in the budget)
- Local (based on 2017-18 revenue)
- Federal (based on the current 2017-18 award amount or grant information we have received at this time)

##### Expenditures

- Schools allocated according to staffing policy (total number of teachers are based on state recommended class size; principal, librarians, counselors, and assistant principal, if applicable, are also included in the budget. Secretaries, janitors, and instructional assistants for full day kindergarten are included in the base allocation)
- Instructional supply allocation is \$100 per student
- Preschool teachers/instructional aides based on 2017-18 and funded by state KERA Preschool grant; one less teacher & one less instructional assistant
- Special education teachers and instructional assistants budgeted are based on population and specific needs
- Five less teachers
- One less instructional assistant
- A 10% increase in water, electric, phone, and natural gas has been budgeted due to an increase in utilities from this current year. This would increase budgeted amount by \$90,000.

Section 7—Total General Fund Budget less:

1. Home and Hospital;
2. Expelled or Suspended;

3. Other Instructional Programs;
4. Student Support Services, except for school-based employees and specified supplies;
5. Improvement of Instruction;
6. District Administrative Support Services;
7. Business Support Services;
8. Plant Operation and Maintenance;
9. Student Transportation;
10. Non-instructional Services
11. Facilities Acquisition and Construction Services;
12. Other;
13. All expenditures for extra-duty and extended employment, exceptional children services, itinerant teachers, and fringe benefits in all codes.

- Maintenance costs will be paid from general fund
- Included in general fund for 2 Resource Officers that will be contracted half the cost with city & county approximately \$50,000
- Debt Service—Includes bond payments, KISBIT, and bus leases
- Food Service—districtwide free lunch will continue.
- Includes Insurance based on 2017-18 costs plus an increase in worker's compensation
- Health Nurses—budgeted same as 2017-18
- PE—0.5 for BES and FES
- Homebound—only have 1 full time teacher budgeted for an additional
- Alternative School—fully funded budgeted same as 2017-18
- District Programs—Read 180, MAP, Renaissance Place, Learning A-Z, APEX, Textbooks, STEMscopes, PBIS/SWISS, and PLTW

Read 180	\$7,858.60	Title I: \$7,858.60
MAP	\$29,425.00	Title I: \$29,425.00
Renaissance Place	\$36,817.04	Rural LI: \$36,817.04
Learning A-Z (Headsprout, Reading Solutions, Raz Kids)	\$13,002.61	Rural LI: \$13,002.61
STEMscopes	\$10,704.05	Title I: \$10,704.05
APEX	\$16,300.00	Title I: \$16,300.00
PBIS/SWISS	\$2,100.00	Rural LI: \$2,100.00
PLTW	\$3,000.00	GF: \$3,000.00
One to One	\$60,270.61	GF: \$60,270.61

- Technology—KETS Match
- KTRS district match remains at 3.00% for 2018-19
- CERS will increase from 19.18% to 21.48%.
- 78% of Fund 1 budgeted for Staff
- Contingency = 3.79%

Board Minutes need to reflect following option(s):

- A. An amount per year final ADA
- B. Based on student needs identified by council in CSIP (needs assessment) and designated by the board
- C. For specific instructional purposes based on student needs identified by board from disaggregated data
- D. Combination of A, B, and/or C

Dr. Fletcher stated that this was a difficult budget. Information is just being provided, and some has only been verbal. "The new Commissioner stated in a webinar that federal funds will not be withheld, but I'd like to see that in writing. Everyone in the region is making cuts." He thanked Mr. Hall for his insight into personnel and Ms. VanHoose for all her work.

## **5. PERSONNEL**

**5.A. Approval Abolishment, Changes and Extensions regarding positions, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.**

The following positions are abolished effective June 30, 2018:

- (1) Reading and Math Intervention Teacher at Lawrence County High School (1-Year)
- (1) Math Teacher at Lawrence County High School (1-Year)
- (1) Teacher at Fallsburg Elementary School - vacant
- (1) Teacher at Louisa West Elementary School (1-Year) – vacant
- (1) Preschool Teacher at Louisa West Elementary School (1-Year)
- (1) Adult Education/Community Education Director
- (1) Adult Education: Instructor I
- (1) Adult Education: Academic Assistant
- (1) Adult Education: Clerk
- (1) Preschool Instructional Assistant at Louisa West Elementary School (1-Year)
- (1) Instructional Assistant at Lawrence County High (1-Year)

The following positions are changed effective July 1, 2018:

- From (1) District Resource Teacher (15 maximum extended days) to (1) District Resource Teacher/Gifted and Talented Education Coordinator (15 maximum extended days)
- From (1) LBD Teacher at Louisa Middle School (1-Year) to (1) LBD Teacher at Louisa Middle School
- From (1) Itinerant LBD Teacher at Blaine Elementary School and Lawrence County High School to (1) Itinerant LBD Teacher (District-wide)
- From (1) Preschool Teacher at Louisa West Elementary School (1-Year) to (1) Preschool Teacher at Louisa West Elementary School
- From (1) Instructional Assistant at Fallsburg Elementary School to (1) Itinerant Instructional Assistant for Hearing Impaired Students with Disabilities (District-wide)
- From (1) Instructional Assistant at Fallsburg Elementary School (1-Year) to (1) Instructional Assistant at Fallsburg Elementary School



The following positions (*expiring on June 30, 2018*) are extended for a period of one year for the 2018-2019 school year effective July 1, 2018 to expire on June 30, 2019:

- (5) District School Health Nurses/District Special Needs Nurses (1-Year)
- (1) English Teacher at Lawrence County High School (1-Year)
- (1) LBD Teacher at Fallsburg Elementary School (1-Year)
- (2) Teachers at Louisa East Elementary School (1-Year)
- (2) Teachers at Louisa West Elementary School (1-Year)
- (1) Preschool Teacher at Louisa West Elementary School (1-Year)
- (1) Instructional Assistant at Louisa East Elementary School (1-Year)
- (4) Instructional Assistants at Louisa West Elementary School (1-Year)
- (1) Instructional Assistant for the District Middle Grades Alternative Education Program (1-Year)

**5.B.** Approval of the *2018-2019 Lawrence County Schools Payroll Calendar* passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.C.** Approval to acknowledge receipt of **Superintendent's Personnel Action/Update** passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**Non-Renewal of Limited Contract**

Robert Allen	- Math Teacher at Lawrence County High School
Ryan Prince	- Math Teacher at Lawrence County High School (1-Year)
Kimberly Spence	- Reading and Math Intervention Teacher at Lawrence County High School (1-Year)
Peggy Fisher	- FMD Teacher at Lawrence County High School
Elanie Mayberry	- Teacher at Louisa East Elementary School (1-Year)
Ginger Robinson	- Preschool Teacher at Louisa West Elementary School (1-Year)

**Non-Renewal of Classified Contract**

James Ellis	- Adult Education/Community Education Director
Sara Simpson	- Adult Education: Instructor I
Rebecca Adkins	- Adult Education: Clerk
Jennifer Eldridge	- Instructional Assistant at Lawrence County High School (1-Year)
Jamie Wilks	- Preschool Instructional Assistant at Louisa West Elementary School (1-Year)

**Resignations**

Sue Shutzberg	- Teacher at Lawrence County High School ( <i>effective June 1, 2018</i> )
Melissa Elliott	- Family Resource Center Community Liaison for Louisa East Elementary School and Louisa West Elementary School ( <i>effective May 31, 2018</i> )
Tena Osborne	- Food Service Manager at Blaine Elementary School ( <i>effective May 8, 2018</i> )

**6. ADJOURNMENT**

Approval to adjourn passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.



Chairman – D. Heath Preston



Secretary to the Board – Betty Mullins