

Lawrence County Board of Education

Regular Meeting

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

September 18, 2017; 6:00 p.m.
Fallsburg Elementary School
Fallsburg, Kentucky

Attendance Taken at 6:10 p.m.:

Present Board Members:

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

Absent Board Members:

Ms. Maddlene Roberts

Updated Attendance:

Ms. Barbara Robinson was updated to present at: 6:15 p.m.

Present: Superintendent: Dr. Robbie Fletcher; Finance Officer: Ms. Brandi VanHoose; Rhonda Colvin; Lawrence County High School Principal: Christy Moore; Blaine Elementary Principal: Shawn Jennings; Louisa West Elementary Principal: Debbie Delong; Louisa East Elementary Principal: Anna Prince; Fallsburg Elementary Principal: Sara Bowen; Louisa Middle School Principal: Joe Cecil; Director of Adult and Community Education: James Ellis; Board Attorney Jonathan Shaw; Preschool teachers: Teresa Prince (FES), Melissa Ross (LWES), and Yolanda Puig (LWES); Tom Cochran, Johnson County Superintendent; 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. APPROVE AGENDA

2.A. Approval to amend the agenda and excuse the absence of Board Maddlene Roberts due to illness and to add 3.C. **Recognition of Lawrence County Preschool Programs for Receiving Five Stars in the Kentucky All Stars Program** passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

3.A. Fallsburg Elementary Presentations

3.A.1. Students William Copley & Waylon Burgess: Letter to Board for Flagpole

William Copley and Waylon Burgess, as the 2017-2018 Flag Guards at Fallsburg Elementary, read (by way of a recording) a thank you letter they had written to the Board

and Superintendent Fletcher for the installation of a new flagpole. "Again, thank you for your support as we strive to show our patriotism here at Fallsburg Elementary School. It is such an honor to be in charge of raising and lowering the flag as well as taking proper care of it. The new flagpole will serve many, many students through the coming years."

3.A.2. Student Ryan Marcum: Letter to Board for Gym Floor

A recording was also played of seventh grader Ryan Marcum, unable to attend in person, thanking Dr. Fletcher and the Board for replacing the gym floor. Ryan spoke of the positive impact on students of having a quality playing surface.

3.A.3. Teachers: PACE Implementation

Principal Bowen spoke of implementing PACE as a companion to the gradual release instructional model used throughout the district. The goal of both is designing and delivering effective lessons, and "We use the PACE components as an anchor." Penny Preece, third grade reading teacher and Missy Edens, fourth and fifth grade math teacher, discussed the components of PACE as used in their classrooms. PACE stands for Purpose, Accountability, Congruency, and Eyes on Text. Dr. Fletcher discussed the gradual release instructional process and stated that PACE implements focused instruction and enforces accountability, "I applaud Mrs. Bowen and her staff for a process that keeps students focused."

3.B. LCHS Assistant Principal, Matt Maynard

Dr. Fletcher congratulated Matt Maynard as the new assistant principal at Lawrence County High School noting that Mr. Maynard has served students at several schools, most recently as assistant principal at Louisa Middle. Mr. Maynard stated that he appreciates the opportunity to serve the students of Lawrence County in another capacity.

3.C. Recognition of Lawrence County Preschool Programs for Receiving Five Stars in the Kentucky All Stars Program (added to agenda)

Preschool Director Rhonda Colvin presented a Kentucky All Stars banner to each preschool, Blaine, Fallsburg and Louisa West Elementary, and described the yearlong Preschool Program Review that culminated last spring and resulted in the program receiving five stars out of five. She praised preschool teachers and staff for their commitment to our youngest students stating, "They are diligent about preparing them for kindergarten." Dr. Fletcher stated that as a district we had one of the highest kindergarten readiness scores in the region. He read off the names of preschool teachers and their aides thanking them for their work with our early learners and thanked Mrs. Colvin for all of her work with preschool.

4. COMMUNICATION

4.A. Superintendent's Update

4.A.1. Targeted spending freeze due to potential budget cuts

Dr. Fletcher stated that after an emergency phone call from the Commissioner of Education to all superintendents across the Commonwealth about potential cuts to education funding, he began planning to offset the impact in our district. After networking with other superintendents and speaking personally with the Commissioner, Dr. Fletcher implemented

a targeted spending freeze in preparation for the impending state budget cut of 17.4 % announced by Governor Bevin. The freeze applies to instructional materials, part of Extended School Services, Professional Development, Textbooks, Safe Schools, and the hiring of two approved positions, security guard and homebound teacher.

4.A.2. Pension reform concerns

A companion topic to budget cuts in the news is pension reform, but Dr. Fletcher stated that no decision has yet been made although several areas are a concern for state employees and teachers, such as possible changes to the use of sick days, retirement age, and to a 401-style investment plan. He stated that the impact of pension reform may be a lot of retiring teachers.

4.A.3. Changes to reporting in state accountability for '16-'17 results

The state accountability results for last year's testing is embargoed until next week, and how it will be reported will be different. An index for each school and district will not be provided, and "Some information on the KDE webpage will not match the data that we have been provided." There are also changes in Program Review reporting.

4.A.4. Appointment as KVEC chair

Dr. Fletcher announced that he has been chosen as the new chairman of the Kentucky Valley Education Cooperative (KVEC) with membership of twenty-two districts from Ashland Independent to Leslie County. He also noted that three of our principals are taking advantage on an instructional leadership opportunity made possible by membership in KVEC.

4.A.5. Local Facilities Planning update

As part of the facilities planning process, the Board will consider action later on in the agenda regarding membership of the committee and facility assessments.

4.A.6. Notification of transition from Advisory Council to SBDMC for LCHS

Lawrence County High School has recently been notified that as a result of coming out and staying out of PLA status (Persistently Low Achieving), they can now transition back to a School-Based Decision Making Council rather than an Advisory Council. Dr. Fletcher congratulated Principal Moore and the faculty for their successes in improving student achievement and maintaining that success.

4.A.7. Update on Drug Awareness/Prevention Curriculum work

Dr. Webb has researched the use of drug prevention program curriculums in other districts and will be sharing the information in the next meeting with community stakeholders later in September.

4.A.8. KSBA fall regional meeting/training

Dr. Fletcher reminded board members that the KSBA annual fall meeting for our region is October 30 in Wolfe County. Registration needs to be completed.

4.A.9. Visit by MSU President Jay Morgan

Morehead State University President Jay Morgan recently visited the board office. Dr. Fletcher stated that he was very approachable and discussions centered on matters that impact our students in particular the impact of dual credit courses.

4.A.10. Working with KASA as a mentor and ECU for observations

Dr. Fletcher introduced the new Johnson County Superintendent, Tom Cochrane. Dr. Fletcher stated that working with him has been a pleasure, and that he is also working with Katie Webb, a Paintsville Independent principal.

4.B. Public Comment

5. STUDENT LEARNING AND SUPPORT SERVICES

5.A. Approval of Minutes of the August 21, 2017 Regular Meeting passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.B. Approval of Claims and Orders of the Treasurer passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent. *(Dr. Fletcher discussed large items on warrants including bond payments, items for food service, fire alarm service, and Chromebook licensing.)*

5.C. Approval of the Monthly Financial Report by Finance Officer Brandi VanHoose passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.C.1. Bank Reconciliation Report

Ms. VanHoose reported that the beginning balance for August was \$3,535,168. Total revenue for the month of August was \$1,346,647. Expenditures for the month totaled \$1,778,792*. The Fund 1 cash balance for August was \$2,299,725, and the ending balance of all funds for August was \$2,851,820.

5.C.2. MUNIS Balance Sheet and Monthly Financial Report

Balance Sheets reflect the balance for each fund as of August 31.

5.C.3. Finance Update

*Expenditures exceeded revenue due to renewals, bond payment, and programs. In addition, there were three pay periods in August, and receipt of tax revenue has not begun.

5.D. CONSENT AGENDA

Approval of the **Consent Agenda** items, as indicated, passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.D.1. Per diem and expenses for members present

5.D.2. Contracts & Services:

5.D.2.a. 2017-2018 Memorandum of Agreement (MOA) between Ashland Community and Technical College (ACTC) and Lawrence County High School for implementation of Dual Credit in regards to the Kentucky Dual Credit Scholarship Program (DCSP)

5.D.2.b. All for Kidz Performance Agreement with Louisa East Elementary for "The Ned Show"; November 9, 2017; Anna Prince; no fee option

5.D.2.c. Superior Office Service, Inc. copier maintenance agreement with Lawrence County Board of Education: IR6000 #NSN20760; annual charge: \$500

5.D.2.d. Continuation of Fidelity Bond for Superintendent Fletcher through September 2019; \$1,611.49

5.D.2.e. Endorsement to insurance policy (CBP8129843) to add coverage of computer hardware/Chromebooks; through July 1, 2018: \$482.00

5.D.2.f. Renewal of 2017-18 Fresh Fruit and Vegetable Program Grants for eligible schools: Blaine Elementary, Fallsburg Elementary, Louisa East Elementary School, and Louisa West Elementary (on-line application process by Food Service Director Cindy Hay)

5.D.3. Requests:

5.D.3.a. Fundraisers:

5.D.3.a.1. Lawrence County High School

5.D.3.a.2. Louisa Middle School

5.D.3.a.3. Fallsburg Elementary School

5.D.3.b. Trip Requests:

5.D.3.b.1. Out of State Trip Request: LCHS Girls Basketball Team to Sevierville, Tennessee for basketball tournament; Dec. 28 to 30, 2017; Melinda Feltner

5.D.4. For Review/FYI: (no action required)

5.D.4.a. School Activity Fund Reports: August

5.D.4.b. SBDM/Advisory Council Minutes (LWES)

5.D.4.c. Monthly Energy Report

5.D.4.d. CECC Grant Re-funded

5.E. Approval to set the 2017-2018 Sheriff Collection Rate at 3% (same as last year) passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.F. 2017-2018 Tax Rates

Approval to set the 2017-18 Real Estate/Personal Property Tax Rates at the compensating rate (55.2 cents on Real Estate and 55.2 cents on Personal Property) and to include aircraft, watercraft, and 3% Utilities Tax and to set a Motor Vehicle Tax rate of 35 cents passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

Both Dr. Fletcher and Chairman Preston stated that they did not recommend the 4% increase in taxes that could take place without challenge. Instead they recommended the compensating rate. "Even though we are staring at tough times, we want to be considerate of our people," stated Dr. Fletcher. Chairman Preston agreed and explained, "The compensating rate should produce the same amount of revenue as last year. If we do nothing, the state will give us the compensating rate."

5.G. Set a special meeting for Fiscal Year 2017-2018 Working Budget/Discussion (no action)

The special meeting is scheduled for Thursday, September 28, at 6:00 p.m., at the Lawrence County High School. In addition to consideration of the Working Budget at the special meeting, state assessment data is released to the public on Thursday so the Board will receive the results at the special meeting.

5.H. Approval to advertise for bids for snow removal on school property passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.I. Approval of Request for 504 Shortened School Day passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.J. Approval of Requests for Shortened School Day/Week Waiver for special needs students passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.K. Discussion of the District Facility Planning Process Checklist/Progress based on **702 KAR 4:180**

Dr. Fletcher explained that periodic facility planning is required by the Kentucky Department of Education and is not part of the recent nickel tax actions. "The facility planning outlines what our needs are." He mentioned recent projects such as Fallsburg's gym floor and the upcoming paving at Blaine, and stated that these projects must be on the facilities plan for them to be approved by the state. Dr. Fletcher provided the Board the District Facility Planning Process Checklist from the Kentucky School Facilities Planning Manual. "It outlines the step-by-step process of what to do, and I have completed the superintendent section, as you can see."

5.L. Approval of James See to serve as the Lawrence County Board member on the Local Planning Committee (LPC) passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

Dr. Fletcher provided a copy of Section 101 of the Kentucky School Facilities Planning Manual which is "Local Planning Committee Selection". Mr. See will be the board's voting member, but anyone may attend and offer input.

5.M. Discussion and approval of the Local Planning Committee (LPC) members, as indicated, in accordance with Section 101 of the Kentucky School Facilities Planning Manual (KSFPM) (**702 KAR 4:180**) passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

Lawrence County Local Planning Committee: Superintendent Robbie L. Fletcher, EdD, representing the District; Louisa Middle School parent member on SBDMC, Brad Derifield; parent representing the Fallsburg Elementary SBDMC, Shawna Ratliff; Louisa East Elementary School parent member on SBDMC, Laiken Lester; parent representing the Lawrence County High School's SBDMC, John Pannell; Louisa West Elementary teacher member on SBDMC, Marilyn Mullins; Blaine Elementary School teacher member on SBDMC, Stephanie Kirk; Lawrence County High School teacher member on the Advisory Council, Brad West; Louisa East Elementary School teacher member on SBDMC, Erica Parsons; Louisa West building administrator, Debbie DeLong; Louisa Middle School building administrator, Joe Cecil; Blaine Elementary School building administrator, Shawn Jennings; Fallsburg Elementary School building administrator, Sara Bowen; district representative, District Facilities Director, Vernon Hall; district representative, Thomas Burns, Central Office staff; community leader representing Lawrence

County Community (Blaine and southwest area of Lawrence County), Earl Boggs; community leader representing Lawrence County Community (Louisa and central, northeast, southeast areas of Lawrence County), Steve Lycans; community leader representing Lawrence County Community (Fallsburg and northwest areas of Lawrence County), Keith Moore; board member James See, Board of Education representative; and community representative and Local Building Zoning Official, Don Thompson.

5.N. Approval to advertise for bids for architect/engineer to complete the facility assessments and drawings per Section 102 of the KSFPM (**702 KAR 4:180**) passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.O. Approval to enter **Executive Session** for the purpose of discussion of legal issues (proposed and/or pending litigation) pursuant to **KRS 61.810(1)(c)** passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.P. Approval to return to **Open Session** passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

5.Q. New Business

6. PERSONNEL

6.A. Approval of updates to *Lawrence County Schools 2017-2018 Salary Schedule* passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 4 to 0 with Ms. Maddlene Roberts absent.

Updated pages 6 and 16 inserted below. Highlighting indicates the changes.

**LAWRENCE COUNTY BOARD OF EDUCATION
CLASSIFIED SCHOOL SUPPORT STAFF
SALARY SCHEDULE**

Job Class

<u>Code:</u>	<u>Title</u>	<u>Salary Calculation Hourly Rate</u>
7263	District Special Needs Nurse (1)	Pay scale E (8 hrs/day – 185 days)
7263	District School Health Nurse (1)	Pay scale E (8 hrs/day – 185 days)
8263	Sub District Special Needs Nurse	\$11.00/hr
8263	Sub District School Health Nurse	\$11.00/hr
7263	District School Health Nurse / District Special Needs Nurse (6)	Pay scale G (8 hrs/day – 185 days)
8263	Sub School Health Nurse / Sub Special Needs Nurse	Pay scale G (8 hrs/day - 185 days)
8320	Sub Instructional Assist. I	\$7.30/hr - \$51.10/7hrs day
7320	Instructional Assist. I [BES, FES, LMS, LWE, LEE, LCHS, LCEL, ALT SCHOOL LMS & LCHS, DISTRICT]	Pay scale (7hrs/day – 183 days/yr.)
7320	Instructional Assist. I LCHS (1)	Pay scale (3.5 hrs/day – 177 days)
7320	Instructional Assist. I LWES (1)	Pay scale (8 hrs/day Grandfather – 183 days)
7320	Instructional Assist. I LCHS (1)	Pay scale (8 hrs/day – 183 days)
7320	Instructional Assist. I LCHS(1)/LMS (1)	Pay scale (8 hrs/day – 183 days)
7777	School Secretary II-Elementary FES (1), LWE (1), LEE (1)	Pay scale B (8hrs/day – 258 days)
7777	School Secretary II-Elementary BES (1)	Pay scale B (8hrs/day – 238 days)
7778	School Secretary II LCHS (1)	Pay scale B (8hrs/day – 258 days)
7779	School Secretary II LMS (1)	Pay scale B (8hrs/day – 258 days)

NOTE:

Pay scale is classified salary schedule based on years of experience.

* NOTE: The 2017-2018 extra duty pay scale will take effect as of July 01, 2017. Those employees paid from the 2007-2008 extra duty pay scale or employees working in an equivalent position will be grandfathered in to a comparable rate for as long as they are employed. Anyone hired after 2007-2008 to fill an extra duty vacancy will be paid in accordance to the applicable pay scale.

LAWRENCE COUNTY SCHOOLS EXTRA DUTY SERVICE 2017-2018			
POSITION	EXTENDED DAYS	CONTRACT DAYS	EXTRA DUTY SERVICE PAY
DISTRICT ADMINISTRATORS (5 TOTAL):			\$5,000*
CHIEF ACADEMIC OFFICER (1)	50	235	
DIRECTOR OF FEDERAL PROGRAMS/DISTRICT ASSESSMENT COORDINATOR/INNOVATIONS COORDINATOR (1)	50	235	
DIRECTOR OF PUPIL PERSONNEL/DISTRICT PERSONNEL (1)	50	235	
DIRECTOR OF PUPIL INTERVENTION (1)	50	235	
DIRECTOR OF SPECIAL EDUCATION (1)	50	235	
PRINCIPAL LWE, BES, FES (1 PER SCHOOL)	50	235	\$7,000*
PRINCIPAL LEE (1)	50	235	\$8,000*
PRINCIPAL LMS (1)	50	235	\$8,500*
PRINCIPAL LCHS (1)	50	235	\$10,000*
ASST PRINCIPAL LEE (1)	15	200	\$3,500*
ASST PRINCIPAL LMS (1)	15	200	\$4,000*
ASST PRINCIPAL LCHS (2)	15	200	\$7,000*
MIDDLE GRADES ALTERNATIVE SCHOOL TEACHER (1)	15	200	\$4,000*
DISTRICT SCHOOL HEALTH COORDINATOR (1)	0	0	\$5,000*
DISTRICT SCHOOL HEALTH NURSE / DISTRICT SPECIAL NEEDS NURSE - BES ANNUAL INCENTIVE PAY	0	0	\$2,500
EXTRA CURRICULAR PAY DUTIES			
ADVANCED PLACEMENT COORDINATOR (1)	0	185	\$500
DUAL CREDIT TEACHER (PER CLASS)	0	185	\$500
ACADEMIC COACH HIGH SCHOOL (1)	0	185	\$4,000
ACADEMIC ASST COACH HIGH SCHOOL (1)	0	185	\$2,000
ACADEMIC COACH ELEMENTARY (1 PER SCHOOL)	0	185	\$2,000
ACADEMIC ASST COACH ELEMENTARY (1 PER SCHOOL)	0	185	\$1,000
ACADEMIC COACH MIDDLE (1 PER SCHOOL)	0	185	\$2,000
ACADEMIC ASST COACH MIDDLE (1 PER SCHOOL)	0	185	\$1,000
BAND DIRECTOR (1)	5	190	\$4,000
BAND ASST DIRECTOR (1)	0	185	\$1,000
CHORAL DIRECTOR (1)	0	185	\$1,500
BUILDING ASSESSMENT COORDINATORS			
LEVEL 9-12 (1 PER SCHOOL) LCHS	0	185	\$2,500
LEVEL 6-8 (1 PER SCHOOL) LMS	0	185	\$2,000
LEVEL K-8 (1 PER SCHOOL) FES & BES	0	185	\$2,000
LEVEL 2-5 (1 PER SCHOOL) LEE	0	185	\$2,000
LEVEL K-1 (1 PER SCHOOL) LWE	0	185	\$1,500
CLASS SPONSORS			
SENIORS (1)	0	185	\$600
JUNIORS (1)	0	185	\$600
SOPHOMORES (1)	0	185	\$600
FRESHMEN (1)	0	185	\$600
HIGH SCHOOL DEPARTMENT HEADS			
ENGLISH (1)	0	185	\$500

6.B. Superintendent Professional Growth and Evaluation System (SPGES) Update

6.B.1. Standard 5 Managerial

Dr. Fletcher discussed his recent work with the facilities planning process, financial planning and budget work.

6.B.2. Standard 7 Influential

Dr. Fletcher is the representative of the Northeast region with KASA (Kentucky Association of School Superintendents) and he discussed his recent appointment as chairman of KVEC. He stated that his involvement in these organizations "...allows me to impact the kids of Lawrence County outside of our county lines."

6.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 4 to 0 with Ms. Maddlene Roberts absent.

Hiring:

Substitute Teachers

Kim Alger

Brandi Blackburn

Substitute School Health Nurse

Amanda Woods

Change of Position

Matthew Maynard

- From Assistant Principal at Louisa Middle School to Assistant Principal at Lawrence County High School

Suspension

Brandon Meddings

- Teacher at Lawrence County High School (1 additional day without pay)

Resignations

Brandon Meddings

- Teacher at Lawrence County High School

Nicole Davis

- Preschool Instructional Assistant at Fallsburg Elementary School

Ashley Caudill

- Full-Time Bus Monitor

7. ADJOURNMENT

Approval to adjourn passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Ms. Maddlene Roberts absent.


Chairman – D. Heath Preston


Secretary to the Board – Betty Mullins