

# Lawrence County Board of Education Regular Meeting

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

September 19, 2016 6:00 p.m.  
Fallsburg Elementary School  
Fallsburg, Kentucky

Attendance Taken at 5:58 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: Dr. Robbie Fletcher, Superintendent; Ms. Edris Humphrey, Director of Federal Programs and Finance; Director of Pupil Personnel & District Personnel: Vernon Hall; Special Education & Preschool Director: Rhonda Colvin; Chief Academic Officer: Cassandra Webb, EdD; Fallsburg Elementary Principal: Sara Bowen; Lawrence County High School Principal: Christy Moore; Blaine Elementary Principal: Shawn Jennings; Louisa West Elementary Principal: Debbie Delong; Louisa East Elementary Principal: Mary Hall; Louisa Middle School Principal: Joey Cecil; Director of Adult and Community Education: James Ellis; Board Attorney Jonathan Shaw; Mr. Tommy Burns, Chief Information Officer; Ms. Betty Mullins, Board Secretary

## MINUTES

### 1. CALL TO ORDER

Chairman Preston welcomed everyone to the Board's annual meeting at Fallsburg Elementary. He 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* then led *The Pledge to the United States Flag*.

### 2. APPROVE AGENDA

Approval to amend the agenda to add **Recognition 3.C. Lawrence County Adult Ed Program, Fundraisers 5.D.3.a.3. Blaine Elementary School**, and along with Fallsburg on **5.H. Mathematics Achievement Fund Grant** the addition of **Louisa East Elementary to apply for the grant** passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

### 3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

#### 3.A. Fallsburg Elementary Presentations

Fallsburg Principal Sara Bowen thanked the Board for holding a board meeting at Fallsburg and welcomed everyone in attendance indicating that she is proud to be Fallsburg's principal and was pleased with the teacher, parent, and community representation at the meeting. She introduced teachers new to Fallsburg: Melissa Edens, second grade; Ashleigh Workman, middle grades math and science, and Carrie Tomlin, middle grade social studies. Also new

but who could not be in attendance are Dana Whitt, kindergarten instructional assistant, and Nicole Davis, preschool instructional assistant.

Under the direction of Fallsburg teacher, Myram Brady, a group of fifth grade students representing the sign language class instructed by Mrs. Tina and Mrs. Michelle, performed in sign language the song, "What a Wonderful World".

### **3.B. LMS Assistant Principal, Matt Maynard**

Dr. Fletcher extended congratulations to Mr. Matt Maynard on his recent appointment as Assistant Principal at Louisa Middle School. Mr. Maynard could not be in attendance.

### **3.C. Lawrence County Adult Ed Program, James Ellis (added to agenda)**

Dr. Fletcher presented a certificate of recognition for Performance Funding in the amount of \$7,611.00 in additional funds to the Lawrence County Adult Education Program which is under the direction of James Ellis. Mr. Ellis explained that adult education has performance goals set by the state just as our other schools and that the extra funding was a bonus for meeting their goals for the year. He attributed the award to the efforts of his staff stating that Wade Skaggs, the primary Adult Ed instructor, is a picture of diligence and reliability. He also recognized part-time instructor, Susie Rice, and the students. "The students in this group were thirsty for learning." Dr. Fletcher congratulated Mr. Ellis on ranking 15<sup>th</sup> in academic gains in Adult Education programs across the state.

## **4. COMMUNICATION**

### **4.A. Superintendent's Update**

#### **4.A.1. Update: Accountability Steering Committee**

Dr. Fletcher, a member of the Commissioner's Accountability Steering Committee, shared that the committee's first day of decision-making will be at the upcoming October 12<sup>th</sup> meeting. Several designated sub-committees and other committees have met across the state and are providing input to the design of school accountability for 2017-18.

#### **4.A.2. Math Leadership w/Lisa Matthews**

The School Improvement Grant (SIG) has allowed the board and the district to continue its professional development investment in math leadership with math expert, Lisa Matthews. Dr. Fletcher noted, "We are pushing for a growth mindset across our district. Students can learn if they set their minds to it and if we push them to learn." He explained that part of the growth mindset is giving students time to think, to work, and time to struggle.

#### **4.A.3. Textbooks>Benchmark Advanced>GoMath**

Students across our district either have on-line access or a textbook in hand for math and reading/language arts. Dr. Fletcher noted that the Board has invested over \$300,000 in these resources for our students.

#### **4.A.4. Upcoming Tax Levy Hearing date**

The Board is proposing a lower real estate tax rate this year than last year, 49.2, because assessments have gone up and are keeping the same rate of 52.0 on tangible property. They are recommending increasing the motor vehicle tax. The tax levy hearing is scheduled for 6 p.m. on September 29 at Lawrence County High School.

#### **4.A.5. Visit by Menifee County Central Office**

“At the recommendation of the Kentucky Department of Education, officials from Menifee County came to observe how we do business at our central office. It is an honor to be seen as a model,” stated Dr. Fletcher. Breathitt County also visited recently.

#### **4.A.6. Classroom Snapshots: C. Webb/R. Fletcher**

Dr. Fletcher and Dr. Webb have made a point to be in classrooms more often this year having already conducted sixty snapshot visits lasting between 15 to 40 minutes. “It’s very important that we at Central Office know what’s going on in the classroom.” He noted that they also conduct a plus/delta on the visit which they share with the principal as instructional support.

#### **4.A.7. Cost Avoidance Report by Terry Salyer**

Dr. Fletcher expressed appreciation to former superintendent, Mike Armstrong, and the Board for their foresight in implementing measures for energy savings several years ago. At Dr. Fletcher’s request, Energy Manager Terry Salyer created a report comparing district energy costs in 2012 with what energy would have cost in 2016 if these energy savings measures had not been taken. Based on what energy cost the district in 2012, cost dollars that have been avoided in electricity are \$213,382 and in water, \$55,316, for a total of avoided cost dollars of \$268,698.

#### **4.B. Public Comment**

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

**5.A. Approval of Minutes** of the August 15, 2016 Regular Meeting and the September 7, 2016 Special Meeting-Tax Rates passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

**5.B. Approval of the Claims and Orders of the Treasurer** passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

Dr. Fletcher pointed out large purchase items and others of interest including iPads for PTLW, textbook consumables, replacement of hand sinks, academic competition fees for all schools paid by the district, football field lighting, PLTW training, computers, on-line curriculum and food service items.

**5.C. Approval of the Monthly Financial Report** given by Finance Director Edris Humphrey passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.

### **5.C.1. Bank Reconciliation Report**

Ms. Humphrey stated that the beginning balance for August was \$4,336,254. Total revenue for the month of August was \$1,323,776. Expenditures for the month totaled \$1,685,212. The Fund 1 cash balance for August was \$3,313,051, and the ending balance of all funds for August was \$4,057,593.

### **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**

Ms. Humphrey noted that this is the time of year when expenditures are up and no tax revenue coming in; however, the district will see tax revenue in late October or early November.

## **CONSENT AGENDA**

**5.D. Approval of the Consent Agenda items, with 5.D.3.b.2. Use of LCHS for Sheldon Clark High School's Zip Zone Basketball Classic** approved pending receipt of the use of facilities form and proof of insurance, passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

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

#### **5.D.2. Contracts & Services:**

**5.D.2.a. Annual Copier Maintenance Renewal Contract with Superior Office Service, Inc. for Lawrence County Board of Education; IR6000 #NSN20760: \$500**

**5.D.2.b. Frontline Agreement for Teachscape**

**5.D.2.c. MOA for Lawrence County Early Childhood Grant/CECC: \$8,000**

#### **5.D.3. Requests:**

##### **5.D.3.a. Fundraisers:**

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

**5.D.3.a.2. Fallsburg Elementary School**

**5.D.3.a.3. Blaine Elementary School** *(added to agenda)*

##### **5.D.3.b. Use of Facilities:**

**5.D.3.b.1. Louisa West Elementary by Girl Scouts; September 29; Karen Conn; proof of insurance provided**

**5.D.3.b.2. Use of LCHS for Sheldon Clark High School's Zip Zone Basketball Classic; November 2016** *(approved pending Use of Facilities request and proof of insurance)* **Both have been subsequently received.**

##### **5.D.3.c. Trip Requests:**

**5.D.3.c.1. LCHS Overseas Trip; EF Tours Study Abroad to Bavaria, Germany; students 10-12th grades; March 23-29, 2017; Scott Osborn, Romana Short, Brandon Meddings** *(Mr. Osborn and Mr. Meddings presented details of the trip.)*

**5.D.3.c.2. LCHS Girls Basketball to Sevierville, Tennessee, for after Christmas tournament; Coach 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, FES, LCHS, LEES)**

**5.D.4.c. 2016 Kentucky Incentives for Prevention (KIP) Student Survey**

**5.D.4.d. Fresh Fruit & Vegetable Grants Awarded: BES, LEES, LWES**

#### **5.D.4.e. Honeywell's Annual Energy Guarantee Cost Avoidance Report**

#### **5.E. 2015-16 Read 180 Gains Report *(no action)***

The *2015-16 Read 180 Gains Report* was provided to the Board to keep them updated on progress data regarding reading intervention.

**5.F.** Approval of the 2016-17 Achievement Gaps Targets for closing the achievement gap in all schools (BES, FES, LCHS, LEES, LMS, LWES) passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**5.G.** Approval of 2016-2017 student field trip fees (same as last year) for Fallsburg Elementary passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.H.** Approval of permission for Fallsburg **and Louisa East Elementary School** to apply for a Mathematics Achievement Fund (MAF) grant passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0. *(LEES added to agenda item)*

**5.I.** Approval to table the 2016-2017 Working Budget passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0. *(The Working Budget will be considered after the Tax Levy Hearing. Dr. Fletcher pointed out that he will be recommending that the board purchase two buses, replace the gym floor at Fallsburg, and blacktop the parking lot at Blaine.)*

**5.J.** Approval to table approval of funding for special projects passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**5.K.** Approval to table appointment of a new Treasurer passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

#### **5.L. New Business *(no action)***

### **6. PERSONNEL**

**6.A.** Approve updates to Salary Schedule from previous board action *(no action)*

**6.B.** Approval of changes regarding position, as indicated, passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0.

The following position is changed:

- Finance Officer (meeting requirements set forth in 702 KAR 3:320):
  - As classified position: From 8 hrs/day for 258 days per year; salary to be set at \$45,000 to \$60,000 and to be based on credentials established within Lawrence County Schools Pay Scales and Salary Schedules to 8 hrs/day for 240 days per year; salary to be set at \$50,000 to \$75,000 and to be based on credentials established within Lawrence County Schools Pay Scales and Salary Schedules.
  - As certified position: *(no change requested)* 235 days per year including 50 extended days; salary based on rank, experience, and extra duty service pay within Lawrence County Schools Pay Scales and Salary Schedules.

**6.C. Superintendent Professional Growth and Evaluation System (SPGES) Update**  
Dr. Robbie L. Fletcher, EdD

**6.C.1. Standard 2. Instructional Leadership**

Regarding his Superintendent Professional Growth and Evaluation, Dr. Fletcher stated that the focus the board has set for him this year is instructional leadership. As part of this focus, he discussed the increase of his visits to classrooms across the district and efforts to help principals with growth as instructional leaders. In addition, he discussed his oversight of programs such as Read 180, the Go Math textbooks and Benchmark Literacy.

**6.D. Approval to acknowledge receipt of Superintendent's Personnel Action/Update** passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

**Hiring**

**Kristina Donahoe** - LBD Teacher at Louisa Middle School  
**LaCrissa Keefer** - Speech Language Pathologist District-wide

**Substitute Teachers**

**Donna J. West**

**Substitute Bus Monitor**

**Savannah Mullins**

**7. ADJOURNMENT**

Approval to adjourn passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.



**Chairman – D. Heath Preston**



**Secretary to the Board – Betty Mullins**