

# Lawrence County Board of Education Special Meeting

*Held after the Tax Levy Hearing*

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

September 29, 2016; 6:30 p.m.  
Lawrence County High School  
Louisa, Kentucky

Attendance Taken at 6:27 p.m.:

Present Board Members:

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

Absent Board Members:

Mr. James See

Present: Dr. Robbie Fletcher, Superintendent; Ms. Edris Humphrey, Director of Federal Programs and Finance; Ms. Brandi VanHoose, Finance Officer; Mr. Tommy Burns, Chief Information Officer; Ms. Betty Mullins, Board Secretary

## MINUTES

### 1. CALL TO ORDER

Chairman Preston called the meeting to order.

### 2. STUDENT LEARNING AND SUPPORT SERVICES

#### 2.A. Communication

Before turning communication over to Dr. Fletcher, Chairman Preston addressed retiring Director of Federal Programs & Finance Edris Humphrey thanking her for her service stating she will be missed. He then welcomed new Finance Officer Brandi VanHoose to the district.

Dr. Fletcher, noting her educational and business background, also welcomed Ms. VanHoose to the Central Office staff. He thanked Ms. Humphrey for her twenty-seven years of service stating that not only had she been an excellent finance director but also a good friend and a big help in learning the finance end of being a superintendent. "You will be missed. I appreciate you sincerely for all you have done."

#### 2.A.1. Preliminary K-PREP: set Special Board Meeting to review Quarterly & K-PREP Data

Dr. Fletcher noted that the results of the 2015-16 state assessment, K-PREP, were released to the public on this day. "We should have done better, and we have pockets of success to celebrate." Blaine Elementary is a Proficient School for the first time in history. Dr. Fletcher spoke of the teachers' presentation to the Board last spring when the Board met at Blaine regarding their use of data notebooks to drive student achievement. "They were really focused on student improvement."

Dr. Fletcher indicated that he will be meeting with principals as soon as possible about the K-PREP data and will convey the sense of urgency discussed at the meeting regarding the lack of growth in student achievement and that being a Distinguished District by next fall is still the goal.

At the recommendation of the Board, a special meeting will be held at 6:00 p.m., October 13, 2016, at which the district and each principal will discuss with the Board last year's K-PREP data and present an action plan to ensure improved student achievement. Chairman Preston concluded, "As a board, we want to meet with principals as soon as possible and see what we can do to have a very strong action plan – quickly."

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

**2.B.1. Per diem and expenses for members present at the Tax Hearing Special Meeting and per diem for members present at this special meeting**

**2.B.2. Minutes of the September 19, 2016 Regular Meeting**

**2.B.3. Fundraisers: LCHS Band & Biomedical Science Club**

**2.B.4. Out-of-state trip request: LCHS FFA officers to National FFA Convention in Indianapolis, Indiana, October 19-21; Melissa Blackburn**

**2.C. Public Comment (*none*)**

**2.D. Approval to set the 2016-17 Real Estate/Personal Property Tax Rates at 4% increase without exonerations (49.2 cents on Real Estate and 52.0 cents on Personal Property) and to include aircraft, watercraft, and 3.0% Utilities Tax and to set a Motor Vehicle Tax rate of 35.0 passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 4 to 0 with Mr. James See absent.**

**2.E. Approval of the 2016-2017 Working Budget, as recommended by Superintendent Fletcher, which includes allocation for two buses, blacktop at Blaine Elementary, new floor for the Fallsburg Elementary gym, and resources for StemScopes science implementation, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Mr. James See absent.**

The following is information on the working budget that the Board discussed.

## **WORKING BUDGET**

- Reflects prior two years of receipts and expenditures and current year budget appropriation for projected receipts and expenditures.
- All funds are reflected in the working budget.
  - Fund 1—General Fund
  - Fund 2—Special Revenue Fund (state and federal grants)
  - Fund 21—District Activity Funds
  - Fund 310—Capital Outlay
  - Fund 320—Building Fund
  - Fund 360—Construction
  - Fund 400—Debt Service
  - Fund 51—Food Service

Fund 7000—Scholarships  
Funds 8 & 81—Fixed Assets

- Working Budget must be Board approved and is due to KDE by Sept. 30.

## REVENUE

- 17% of the revenue reflected in the budget is from local revenue.
- 35% is from SEEK.
- 11% is from the carry forward/beginning balance, food service indirect costs, and Medicaid reimbursements
- 11% is from State On-Behalf Payments
- 13% of the budget is from state and federal grants
- 4% is restricted in Capital Outlay, Building Fund, and Construction Fund
- Remaining 9% is Food Service

## EXPENDITURES

- 54% is budgeted on Instruction, Student Support Services and Instructional Staff Support
- 2% is budgeted for District Administrative Support
- 3% is budgeted for School Administrative Support
- 1% is budgeted for Business Support
- 11% is budgeted for Plant Operations and Maintenance
- 7% is budgeted for Student Transportation
- 4% is budgeted for Debt Service
- 9% is for Food Service operation
- 7% is reserved for the Contingency
- Overall—71% is budgeted for Personnel. (73% in Fund 1; 84% of Fund 2; and 13% Fund 51).
- It is evident that students and instruction are a priority in Lawrence Co. Schools. Those three categories are driving the budget at 59%. Next closest category is Plant Operations and Maintenance at 11%.

The 2016-2017 Working Budget for Lawrence County Schools totals **\$29,423,511**.

**2.F.** Approval to name Ms. Brandi VanHoose as Treasurer to the Board for a term beginning October 10, 2016 and ending June 30, 2018 passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 4 to 0 with Mr. James See absent.

**2.G.** Approval to declare Ms. Humphrey's laptop computer as surplus passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Mr. James See absent.

## 3. PERSONNEL

**3.A.** Approval of updates to the Salary Schedule from previous board action, as indicated, passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 4 to 0 with Mr. James See absent.

*Pages 5, 6, 14, 16, and 18 inserted below with the updates indicated by the highlighting.*

**LAWRENCE COUNTY BOARD OF EDUCATION  
DISTRICT CLASSIFIED SUPPORT STAFF  
SALARY SCHEDULE  
2016 – 2017**

<u>Job Class</u> <u>Code</u>	<u>Title</u>	<u>Salary Calculation in Hourly Rates</u>
7781	Clerical Asst. III (1)	Pay scale C (8hrs/day – 258 days)
7192	Payroll Clerk I (1)	Pay scale F (8hrs/day – 238 max 258 days)
7723	Purchasing Asst./ Attendance Specialist (1)	Pay scale F (8hrs/day – 238 max 258 days)
7161	Accounting Manager (1)	Pay scale G (8hrs/day – 258 days)
7784	Clerk - Medicaid Billing/Sp. Ed (1)	\$5,000/yr set rate
7784	Clerk - Fund 2	\$5,000/yr set rate
7766	Secretary to the Board (1)	\$4,000/yr set rate
7548	Clerk/Data Entry Assistant (1)	Pay scale A (8hrs/day – 185 days)
7185	Finance Officer (1)	\$65,000/yr 240 days per year (one-quarter percent increase per year of service in the district; Certified School Finance Manager \$2,000; and Certified School Finance Officer \$2,000)

**NOTE:**

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

**LAWRENCE COUNTY BOARD OF EDUCATION  
CLASSIFIED SCHOOL SUPPORT STAFF  
SALARY SCHEDULE  
2016 – 2017**

<b><u>Job Class</u></b>		
<b><u>Code:</u></b>	<b><u>Title</u></b>	<b><u>Salary Calculation Hourly Rate</u></b>
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
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	Itinerant 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.



**LAWRENCE COUNTY BOARD OF EDUCATION  
DISTRICT GRANTS  
CLASSIFIED/CERTIFIED SALARY SCHEDULE  
2016 – 2017**

**Job Class**

**Code:**

**Title**

**Salary Calculation**

**Adult Education:**

7320	Academic Assistant (1)	\$14.67/hr (37.5 hrs/wk – 258 days)
7312	Instructor I (1)	\$15.60/hr (8 hrs/day – 258 days)
7784	Clerk (1)	Pay scale (8 hrs/day – 183 days)

7476/7465	Adult Education/Community Education Director (1)	\$20.80/hr (8hrs/day – 258 days)
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**ESS:** Teachers paid \$30.00/hr. for program work.  
Classified paid \$15.00/hr for program work.

**RTT:** Teachers paid \$30.00/hr. for program work published to CIITS.

**Credit Recovery:** Part-Time Credit Recovery Teacher      \$70/day – 45 days

**Prescreening KG & 4 year Old:**

Daily rate for Certified

Daily rate for Classified

\* NOTE: The 2015-2016 extra duty pay scale will take effect as of July 01, 2015. 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 2016-2017

POSITION	EXTENDED DAYS	CONTRACT DAYS	EXTRA DUTY SERVICE PAY
DISTRICT ADMINISTRATORS (5 TOTAL):			\$5,000*
CHIEF ACADEMIC OFFICER (1)	50	235	
DIRECTOR OF FINANCE (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 (1)	15	200	\$7,000*
MIDDLE GRADES ALTERNATIVE SCHOOL TEACHER (1)	15	200	\$4,000*
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
MATH (1)	0	185	\$500
SOCIAL STUDIES (1)	0	185	\$500



POSITION	EXTENDED DAYS	CONTRACT DAYS	EXTRA DUTY SERVICE PAY
SOCCER GIRLS HEAD COACH (1)	0	185	\$1,200
SOCCER GIRLS ASST COACH (1)	0	185	\$600
SOCCER GIRLS JV ASST COACH (1)	0	185	\$600
SOCCER BOYS HEAD COACH MIDDLE (1) BES, FES, LMS	0	185	\$1,000
SOCCER BOYS ASST COACH MIDDLE (1) BES, FES, LMS	0	185	\$600
SOCCER GIRLS HEAD COACH MIDDLE (1) BES, FES, LMS	0	185	\$1,000
SOCCER GIRLS ASST COACH MIDDLE (1) BES, FES, LMS	0	185	\$600
SOFTBALL HEAD COACH (1)	5	190	\$2,000
SOFTBALL ASST COACH (2)	0	185	\$800
SOFTBALL HEAD COACH MIDDLE (1) BES, FES, LMS	0	185	\$1,200
SOFTBALL ASST COACH MIDDLE (1) BES, FES, LMS	0	185	\$600
TENNIS HEAD COACH BOYS (1)	0	185	\$1,200
TENNIS ASST COACH BOYS (1)	0	185	\$600
TENNIS HEAD COACH GIRLS (1)	0	185	\$1,200
TENNIS ASST COACH GIRLS (1)	0	185	\$600
TENNIS HEAD COACH BOYS MIDDLE (1)	0	185	\$1,200
TENNIS HEAD COACH GIRLS MIDDLE (1)	0	185	\$1,200
TRACK CROSS COUNTRY (1)	0	185	\$1,000
TRACK CROSS COUNTRY ASST (1)	0	185	\$500
TRACK BOYS (1)	0	185	\$1,200
TRACK ASST COACH BOYS (1)	0	185	\$600
TRACK GIRLS (1)	0	185	\$1,200
TRACK ASST COACH GIRLS (1)	0	185	\$600
TRACK HEAD COACH MIDDLE SCHOOL LEVEL (1)	0	185	\$1,000
VOLLEYBALL HEAD COACH (1)	0	185	\$1,200
VOLLEYBALL ASST COACH (1)	0	185	\$600
VOLLEYBALL HEAD COACH MIDDLE SCHOOL LEVEL (1)	0	185	\$1,000
VOLLEYBALL ASST COACH MIDDLE SCHOOL LEVEL (1)	0	185	\$600
WRESTLING COACH (1)	0	185	\$1,200
WRESTLING ASST COACH (1)	0	185	\$800
CHEERLEADER COMPETITION MIDDLE SCHOOL	0	185	\$500
CHEERLEADING MIDDLE SCHOOL (PER SPORT)	0	185	\$500
CHEERLEADING HIGH SCHOOL (PER SPORT)	0	185	\$1,000
CHEERLEADING ASST HIGH SCHOOL	0	185	\$500
EXTENDED DAYS ONLY NO EXTRA SERVICE PAY			
BIOMEDICAL (1)	10	195	\$0
DISTRIBUTIVE EDUCATION (1)	30	215	\$0
DISTRICT RESOURCE TEACHER (3)	max 15	max 200	\$0
DIST RESOURCE TEACHER & GIFTED/TALENTED COORD (1)	max 15	max 200	\$0
DISTRICT TECHNOLOGY COORDINATOR (1)	50	235	\$0
ENGINEERING (1)	17	202	\$0
FRESHMAN ACADEMY INST. COORD./READING INTERVENTION	10	195	\$0
GUIDANCE COUNSELOR (7)	15	200	\$0
HEALTH CAREERS (1)	5	190	\$0
LIBRARIAN (6)	15	200	\$0
ROTC (2)	50	235	\$0
VOCATIONAL AGRICULTURE (1)	50	235	\$0



**3.B.** Approval to acknowledge receipt of **Superintendent's Personnel Action/Update** passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Mr. James See absent.

**Hiring**

**Tierney McKnight** - District School Health Nurse / District Special Needs Nurse  
(1-Year)

**Substitute Cooks/Baker**

**Rosie Pfof**

**Resignations**

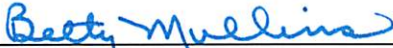
**Edris Humphrey** - Director of Finance (*effective 09/30/2016*)  
**Kyra Butler** - Teacher at Louisa East Elementary School

**4. ADJOURNMENT**

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



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**Chairman – D. Heath Preston**



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**Secretary to the Board – Betty Mullins**