

# Lawrence County Board of Education

## Regular Meeting

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

April 17, 2017; 6:00 p.m.  
Blaine Elementary School  
Blaine, Kentucky

Attendance Taken at 6:01 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. Brandi VanHoose, Finance Officer; Director of Pupil Personnel & District Personnel: Vernon Hall; Director of Special Education & Preschool: 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 Pupil Intervention: Sharon Parsons; Attorney Shawn Conley on behalf of Board Attorney Jonathan Shaw; Mr. Tommy Burns, Chief Information Officer/District Technology Coordinator; Ms. Betty Mullins, Board Secretary

### 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

Approval to amend the agenda to include additional items, **5.C.3.a Changes to the upcoming April 20th Special meeting** and **5.D.3.d Request from Blaine Elementary PTO for assistance with purchase of stage curtains**, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

#### 3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

*Dr. Fletcher first shared news of the passing of Mrs. Patricia (Pat) Estep, retired teacher of Lawrence County Schools, read brief obituary information, and led a moment of silence in honor and respect for Mrs. Estep and her family.*

##### 3.A. Blaine Elementary Presentations

Principal Shawn Jennings assisted Dr. Fletcher with awarding certificates of recognition.

### **3.A.1. 8th Grade Trip Presentation**

As eighth grade sponsor, teacher Sharon Fields gave an overview of the annual trip to Pigeon Forge at Gatlinburg, Tennessee. "We started the trip ten years ago to give our students some opportunities and experiences that they might not otherwise experience." They left Monday morning of Spring Break returning Saturday afternoon. "We went during Spring Break so we would not miss any instructional time." Intermediate teacher and chaperone Cody Spears spoke of the trip's benefits including the special bond that developed between the adults on the trip and the students. "It's neat to see how our kids connected with us outside of school; and once they do that, we can bring that relationship back within the school." Special education teacher Lisa Withers shared the fundraising efforts that made the trip possible and other experiences. Eighth grade student Dalton Hicks stated, "...the eighth grade trip was the best experience of my life! It was a lot of fun, I learned a lot, and we ate a lot!" He spoke of their tour of the Titanic and the impact it had on him and fellow students. Dr. Fletcher applauded Blaine teachers for their dedication to their students, "Teachers gave up their spring break to go on this trip. These were not paid days for them. They wanted to do this for their students." The presentation concluded with a slide show of photos of the trip.

### **3.A.2. Conservation Contest Winners**

Middle grades science teacher, Sharon Fields, explained that her lessons on how important it is to conserve our natural resources was a good introduction to this year's essay topic, "Saving our Trees". "I am very proud of our three students who placed this year in district." Erin Giesler, Blaine's Arts & Humanities teacher, shared that she presented lessons for the K-5<sup>th</sup> grades related to the art contest for the same topic and also had three students who placed at the district level. Blaine received the Full Participation Award for the K-5 art contest as well as the 6-8 essay contest. Dr. Fletcher presented certificates of recognition on behalf of the Board to Caitlyn McHugh, Art Grade Winner; Shyanne Tackett, Art Grade Winner; Angela Sparks, Art Grade Winner; Ashley Routt, Writing Grade Winner; Zoe Catlow, Writing Grade Winner; and Rayaunna Steele, Writing Grade Winner.

### **3.A.3. Regional Science Fair Winners**

Blaine students were recognized for honors received at the ACTC/FIVCO Regional Science Fair and were presented certificates of recognition by Dr. Fletcher on behalf of the Board. Kaison Ward was the Overall 2<sup>nd</sup> Place Winner in Elementary School Chemistry and Emi Preece was the Overall 3<sup>rd</sup> Place Middle School Winner in Math, Engineering, and Computer Sciences. Grade winners were Kelsey Hinkle, 5<sup>th</sup> Grade School Winner; Caitlyn McHugh, 5<sup>th</sup> Grade School Winner; Kaison Ward, 5<sup>th</sup> Grade School Winner; Emi Preece, 6<sup>th</sup> Grade School Winner; Jazsequa Fountain, 7<sup>th</sup> Grade School Winner; Kaylee Lester, 7<sup>th</sup> Grade School Winner; Ashley Routt, 8<sup>th</sup> Grade School Winner; and Tess Jennings, 8<sup>th</sup> Grade School Winner. Lola Mollette is the middle grades science teacher, and April Ratliff is the 5<sup>th</sup> grade science teacher at Blaine Elementary School.

### **3.A.4. All District Band**

Blaine had two students who earned honors at recent All District Band Competition, Ashley Routt and Jasmine Young. Dr. Fletcher introduced them stating that Blaine has had a history of producing music talent and then presented certificates to them on behalf of the Board. LCHS Band Director Scott Smith stated that Ashley and Jasmine represented Blaine Elementary well. "They worked hard over the two-day event and had a fine performance."

Mr. Smith also expressed gratitude for the Blaine community's support of the band, "Thank you for the opportunity to work with your young people." Mr. Smith and Blaine K-8 music and arts and humanities teacher, Erin Giesler, was also applauded for her role in band at Blaine. Mr. Smith noted that Ms. Giesler had mentored the two students and is a co-teacher with him for 6<sup>th</sup> Grade Band. "We really couldn't have band without her." Dr. Fletcher concluded by recognizing Mr. Smith for his success with the high school band. "It's so much fun to watch our kids back in uniform. There's so much pride...we really appreciate Mr. Smith's hard work."

#### **4. COMMUNICATION**

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

###### **4.A.1. Operation Preparation success**

Operation Preparation is an annual event that takes place at Lawrence County High School. Eighth grade students from Louisa Middle, Blaine and Fallsburg participated along with high school students in this annual career fair event and career counseling by community work force volunteers. Dr. Fletcher stated that it was unbelievable how many community members gave up a half-day of work to both discuss their jobs with students but to also meet with students to get them thinking about their own future careers. Director of Pupil Intervention Sharon Parsons, who organizes the annual event, stated that this event was the best ever. She discussed an eye-opening experience the students had which involved them receiving a salary for their career choice then making decisions on how to live on the amount, paying bills, making purchases, taking out loans, and the cost of raising children. The eighth graders also were able to experience what a day in high school is like. She thanked the community for their great support of this transition day.

###### **4.A.2. ECERS-3 ratings for pre-school**

"We had an excellent rating of our preschools this year," announced Dr. Fletcher. On their Early Childhood Environment Rating Scale (ECERS-3), the preschools had an overall 6.36 rating with 7 being a perfect score and 5 being the desired/expected score. Director of Preschool Rhonda Colvin stated that it was a rigorous process and that she was very proud of the results. The Blaine observation had a rating of 6.38. Ms. Colvin stated that although new to the position this year, the teacher at Blaine had done an outstanding job. "I'm very proud of our preschool teachers, our principals, and our Board of Education for their support."

###### **4.A.3. TELL survey participation rate**

Dr. Fletcher announced that Lawrence County had technically the highest participation rate possible on the survey. With 100% as the goal, Lawrence County had 99.4% due to one teacher being on a leave of absence and unable to complete the survey. The TELL survey is given to teachers every two years, and they respond to school-related questions such as professional development and school culture. "Principals use this data in setting their growth goals. We are very proud of our teachers and appreciate them filling out the survey."

###### **4.A.4. Legislative update-Senate Bill 1**

Dr. Fletcher reviewed information from an email on Senate Bill 1 that he had sent out to all staff and had provided to the board members summarizing some of the key changes in education that will come about with its passage. Program Review has been removed from Kentucky's accountability system. Stating that our teachers will no longer be spending a lot of time collecting evidence of programs, Dr. Fletcher re-iterated that although this is a removal of the areas of arts and humanities and practical living/vocational skills from accountability, these areas are still valued and supported in our district. The teacher evaluation system will undergo changes. Districts will be allowed to make changes to the system following guidelines that will be provided this summer by the state. Kentucky Academic Standards will now have a formal process for review and revision beginning in 17-18 on a six-year rotating schedule. Regarding state testing, most likely in the future the tests will be written by Kentucky teachers instead of hired vendors. Designations for low performing or focus schools have been removed and names and criteria will be revised. A college admission exam will still be required of students, but it is unknown what it will be. ACT is no longer required in Regulation. Other areas briefly mentioned were Response to Intervention and the School Report Card platform for each school and district being changed to a "dashboard" format. As new processes are determined and when implementation begins, Dr. Fletcher will keep the Board informed.

#### **4.A.5. Facilities Planning**

Every four years, districts are required to go through the process of updating their facilities plan; Lawrence County's update is due this coming January so the process will be beginning soon. KSBA offers a service to facilitate the process for a fee and some architectural firms offer to provide the service for free.

#### **4.A.6. One-to-one LCHS**

With board approval of the purchase, next fall each student at Lawrence County High School will be provided a computer to use for their school work, and they can even take it home. This one-to-one initiative is supported in the budget and will be invaluable for the effective use of Google Classroom for both teachers and students.

#### **4.A.7. NTI approval**

The anticipated release of approval for this current year's Non-Traditional Instruction days has not been received. Dr. Fletcher stated that based on comments of the audit team that visited our county recently, approval is expected. "They were very impressed."

#### **4.A.8. Calendar of events for schools**

The Board was provided a listing of end-of-school year events and activities for each school. Dr. Fletcher encouraged board members to attend and enjoy these as their schedule permits.

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

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

**5.A.** Approval of **Minutes** of the March 20, 2017 Regular Meeting 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 Claims and Orders of the Treasurer** passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0. *(Dr. Fletcher indicated that these were typical warrants and that the larger bills were food service items.)*

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

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

Ms. VanHoose reported that the beginning balance for March was **\$4,043,570**. Total revenue for the month of March was **\$1,687,870\***. Expenditures for the month totaled **\$2,418,713**. The Fund 1 cash balance for March was **\$2,935,956**, and the ending balance of all funds for March was **\$3,368,758**.

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

Balance Sheets reflect the balance for each fund as of March 31<sup>st</sup>.

**5.C.3. Finance Update**

\*Expenditures exceeded revenues due to three payrolls for the month of March.

**5.C.3.a. Approval to change the time of the upcoming April 20<sup>th</sup> Special Meeting from 6 p.m. to 7 p.m. passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0. (added to agenda)** *(Dr. Fletcher is attending training in Richmond this week with the agenda set for dismissal at 4 p.m. on Thursday, April 20, the day of the special meeting. He will be attending the National Institute of School Leadership's (NISL) Superintendent Academy along with 40-50 other superintendents across the state. "It's the first of its kind in the state so I am honored to be a part of this.")*

**CONSENT AGENDA**

**5.D. Approval of Consent Agenda** items, as indicated and with the item added to the agenda, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts 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. Lawrence County High School with C4 Events LLC for Project Prom event and activities on May 6, 2017; Anne Preece, FYRSC: \$1,200**

**5.D.2.b. Lawrence County Board of Education credit application to Equipment Depot**

**5.D.2.c. Louisa Middle School 2017 yearbook contract with Herff Jones Y is for Yearbook; Molly Meek: \$2,068**

**5.D.2.d. Annual Adult Education Scantron contract renewal; 7-1-17 to 6-30-18: \$956**

**5.D.2.e. Annual e-Stub Subscription effective April 15, 2017 to April 14, 2018: \$2,575.00**

**5.D.2.f. Memorandum of Understanding for Audiologic Services with Cabinet for Health & Family Services' Commission, July 1, 2017 to June 30, 2018**

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

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

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

**5.D.3.b. School Trips:**

**5.D.3.b.1. Out-of-state trip request: LCHS Band to the Performance in the Park Adjudication Festival at King's Island Amusement Park, Mason, Ohio; Scott Smith, Band Director; previously approved but new date: June 2, 2017**

**5.D.3.c. Use of Facilities:**

**5.D.3.c.1. Louisa West Elementary by K & J Athletics for gymnastics and cheerleading instruction; through June 30, 2017; Krystal Vance (proof of insurance provided)**

**5.D.3.d. Request from Blaine Elementary PTO for assistance with purchase of stage curtains (added to agenda)** *(Dr. Fletcher stated, "Please thank the PTO on behalf of the Board for the \$1100 they raised for the curtains." The requested amount approved by the Board to complete the purchase is \$1196 which includes shipping charges.)*

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

**5.D.4.a. School Activity Fund Reports: March**

**5.D.4.b. SBDM/Advisory Council Minutes (LMS, LWES, FES)**

**5.D.4.c. Monthly Energy Report (~~March & April~~)**

**5.E.** Approval to award the bid for grass mowing services for the 2017 season to Lawn Express, Inc. of Catlettsburg, Kentucky, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0. *(Weekly bid price per cutting or as needed per seasonal variation: \$1,674.75)*

**5.F.** Approval to continue garbage pickup services at Blaine Elementary & Fallsburg Elementary with McKinney Hauling of Louisa, Kentucky, 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 to select as vendor, Hewlett-Packard Financial Services Company, and to approve purchase of Chromebook one-to-one devices, Option 1, a 3-year lease agreement for \$190,125 for all students in grades 9-12 beginning next school year, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0. *(Chief Information Officer/Technology Coordinator Tommy Burns noted that KDE will have to approve the purchase.)*

**5.H.** Approval to select and approve a contract with Darrell F. Blair, CPA, Wells & Company, PSC, for auditor services for Fiscal Year 2016-17 passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.I.** Approval of permission to bid banking services passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

**5.J.** Approval of permission to bid Special Education Department services for the 2017-18 school year including Physical Therapy, Orientation and Mobility, Psychological Services and Speech Services passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.K.** Approval of permission to bid replacement/resurfacing of the Fallsburg Elementary gym floor passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.L.** Approval of permission to bid the paving of the parking lot/bus loading area at Blaine Elementary passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.M.** Approval to use KSBA's Local Planning Committee Facilitator Service for \$4,500 plus travel expenses passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.N.** Approval of the *2017-18 Preschool Parent Handbook* passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.O.** Approval of Letter of Support for Grant Application by KEDC for PACE (Persistence in Academic and Career Engagement) passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**5.P.** Approval of **First Reading** of district-initiated update to *Policy 08.1 Curriculum* passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**5.Q.** Approval of **Review** of district-initiated update to *Procedure 08.1 AP.1 Curriculum Review Cycle* and the rescinding of *Procedure 08.1 AP.2 Curriculum/Instruction Reports* passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.R.** Approval to enter **Executive Session** for the purpose of student disciplinary/expulsion hearing pursuant to KRS 61.810(1)(f) passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.S.** Approval to return to **Open Session** passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.T. New Business (*none*)**

## **6. PERSONNEL**

**6.A.** Approval of abolishment and changes regarding positions, as indicated, passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

The following positions are abolished effective June 30, 2017:

- (2) Teachers at Louisa West Elementary School (1-Year) – one position vacant
- (2) Instructional Assistants at Louisa West Elementary School (1-Year) – vacant
- (1) Instructional Assistant at Louisa East Elementary School (1-Year) – vacant
- (1) Preschool Instructional Assistant at Blaine Elementary School (1-Year)
- (1) Part-Time Instructional Assistant at Lawrence County High School – vacant
- (1) Full-Time Bus Monitor (1-Year) – vacant

The following positions are changed effective July 1, 2017:

- From (1) School Improvement Grant (SIG) Math Intervention Teacher to (1) Math and Reading Intervention Teacher at Lawrence County High School (1-Year) – to expire on June 30, 2018
- From (1) Part-Time Home/Hospital (Homebound) Teacher to (1) Full-Time Home/Hospital (Homebound) Teacher
- From (1) District Special Needs Nurse to (1) District School Health Nurse/District Special Needs Nurse (1-Year) – to expire June 30, 2018
- From (1) Instructional Assistant at Louisa Middle School (1-Year) to (1) Instructional Assistant at Lawrence County High School (1-Year) – to expire on June 30, 2018

The following positions (*expiring on June 30, 2017*) are extended for a period of one year for the 2017-2018 school year effective July 1, 2017 to expire on June 30, 2018:

- (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 Louisa Middle School (1-Year)
- (2) Teachers at Louisa East Elementary School (1-Year)
- (1) Teacher at Louisa East Elementary School (1-Year for National Board Certified Teacher-in-Residence at Morehead State University—if needed)
- (1) Teacher at Louisa West Elementary School (1-Year)
- (3) Preschool Teachers at Louisa West Elementary School (1-Year)
- (1) Instructional Assistant at Louisa East Elementary School (1-Year)
- (1) Instructional Assistant at Fallsburg Elementary School (1-Year)
- (1) Instructional Assistant for the District Middle Grades Alternative Education Program (1-Year)

**6.B.** 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:**

**Kyle Tackett                      - School Security Guard / School Grounds Monitor**

**Substitute Teachers**

**Marlena Osborne  
Cameron Shelton**

**Substitute Instructional Assistant**

**Marlena Osborne**

**Resignations:**

<b>Luanne Finley</b>	<b>- Guidance Counselor at Lawrence County High School (effective June 1, 2017)</b>
<b>Gary Siembor</b>	<b>- JROTC Instructor (Teacher) at Lawrence County High School (effective 06/30/2017)</b>
<b>Joe Maynard</b>	<b>- Bus Driver and Part-Time Instructional Assistant at Lawrence County High School</b>
<b>Vickie Holbrook</b>	<b>- Cook/Baker (4.5 hrs/day) at Louisa Middle School</b>

**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.

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**Chairman – D. Heath Preston**

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**Secretary to the Board – Betty Mullins**