

Lawrence County Board of Education

Regular Meeting

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

November 16, 2015 6:00 p.m.
Lawrence County High School
Louisa, Kentucky

Attendance Taken at 6:00 p.m.:

Present Board Members:

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

Updated Attendance:

Mr. James See was updated to present at: 6:30 p.m.

Present: Dr. Robbie Fletcher, Superintendent; Mr. Conner May, LCHS Student; Lawrence County Junior Lego Teams and Coaches; Ms. Melissa Blackburn, LCHS Agriculture Teacher; Ms. Edris Humphrey, Director of Federal Programs/Finance; Mr. Vernon Hall, Director of Pupil Personnel/ Personnel; Ms. Rhonda Colvin, Director of Special Education and Preschool; Lawrence County High School Principal: Ms. Christy Moore; Louisa East Elementary Principal: Ms. Mary Hall; Louisa Middle School Principal: Mr. Tommy Castle; Louisa Middle School Assistant Principal: Ms. Kimberly Fitch; Fallsburg Elementary Principal: Mr. Stuart Cook; Blaine Elementary Principal: Mr. Shawn Jennings; Louisa West Elementary Principal: Ms. Debbie Delong; Mr. James Ellis, Director of Adult & Community Education; Mr. Mike Schmitt, Board Attorney; Mr. Tommy Burns, Chief Information Officer; 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 then led *The Pledge to the United States Flag*.

2. APPROVE AGENDA

Approval to amend the agenda to include excusing Mr. See's absence due to family illness and adding several items (**5.D.2.** Contract: Louisa Middle with New Tech Systems, Inc. for sound system for gym and auditorium; **5.D.3.a.3.** Fundraiser for Louisa East Elementary; **5.D.3.c.** Out of State Training: Student Self-Regulation Seminar in Charleston, WV on December 4th; and **4.A.9.** Accreditation of University of Kentucky College of Education) passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 4 to 0 with Mr. See absent.

3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

3.A. LCHS: Conner May, 2015 Rogers Scholar

Conner May was honored with a certificate for graduating this past summer from the Rogers Scholar leadership program held on the campus of Lindsey Wilson College, along with sixty-three other high school students across Kentucky. Conner shared details of his experience stating that it was a great learning experience in the areas of business and entrepreneurship.

3.B. Junior Lego League

Two teams of students, the Bulldog Builders and Team Lego-Atronics, from the first Lego League in Lawrence County displayed and explained their projects from a recent junior division competition in West Virginia. The projects consisted of both a Lego model and a Show Me Poster, which outlined the research, steps, and process the students took in designing their model. Marsha Slone, Lawrence County Lego League Coordinator and coach of the senior league, discussed the benefits of the program and its correlation to STEM and her plans to recruit more Lawrence County teams and to expand Lego Leagues in Kentucky. Dr. Fletcher presented certificates to the students and coaches on behalf of the board.

3.C. National Board Certification: Melissa Blackburn, LCHS CTE Agriculture Teacher

Dr. Fletcher presented Ms. Blackburn a certificate of recognition for her success in seeking and obtaining National Board Certification. Ms. Blackburn stated that some of the valuable things she experienced in the certification process was using reflection to inform how to teach, what to teach, and the importance of it to students. Dr. Fletcher stated, "We have three National Board Certified teachers in the district, and we welcome you to those ranks."

4. COMMUNICATION

4.A. Superintendent's Update

4.A.1. KSBA Winter Symposium: December 4-5

Board members will be attending the Kentucky School Board Association Winter Symposium on December 4th and 5th for training such as required finance training. Plans and the training registration process were discussed.

4.A.2. KASS Conference: December 6-8

Dr. Fletcher will be attending the statewide Kentucky Association of School Superintendents immediately following the KSBA Winter Symposium. This is an opportunity for leadership training offered through various seminars.

4.A.3. SIG 2.0 update

Dr. Fletcher noted that even with the high school exiting Persistently Low Achieving status and being designated a Distinguished School, the district was offered the opportunity to submit a grant designed to sustain the progress that has been made over the last several years. According to KDE, the district should be notified of the amount of the School Improvement Grant award this week.

4.A.4. Comprehensive District Improvement Planning Process: Dec. 8 @ 4:30 p.m.

Dr. Fletcher noted that the focus of the District Improvement Plan is how to move us to a Distinguished District and to continue providing more opportunities to our students to succeed on a daily basis. Two board members are part of the committee as well as high school students for the first time last year in addition to teachers and other stakeholders across the district and community. The upcoming meeting agenda will provide opportunities to discuss specific strategies such as a Dual Credit Academy and STEM activities in school.

4.A.5. Payroll discussions/surveys

Within the next month, as requested previously by the board, the district will be seeking input of all employees regarding the design of the payroll schedule. The focus of the survey will be on whether to continue on a 26-checks per year pay schedule or move to 24 checks with payroll occurring on the 15th and 30th of each month. Dr. Fletcher stated that efforts are being made to address issues that periodically occur with the beginning or ending of the school year.

4.A.6. Cleanliness surveys by our maintenance department

Dr. Fletcher complemented the maintenance department and Mr. Gary Colvin for efforts to provide clean environments in which students can learn and for working to identify areas of improvement. Cleanliness surveys, with thanks to Mr. Tommy Burns from technology, are being used to seek input from principals, teachers and staff as a part of the district improvement process.

4.A.7. Evaluation of bus routes

Dr. Fletcher thanked Mr. Rick Blackburn for his efforts in examining individual bus routes throughout the county to identify ways that students can be picked up at the latest time possible shortening their time on the bus. He noted that one student is being picked up at 6:02 a.m.

4.A.8. Technology vision for each school

Dr. Fletcher recognized Mr. Burns for his leadership in helping schools develop a technology vision for schools and students after the board designated \$50,000 for the technology budget. Mr. Burns is asking: *What does technology look like currently in your building? What would you want each of your classrooms to look like in ten years? What do you want for students regarding technology?* Dr. Fletcher noted, however, that the district is behind in replacing a lot of our machines and that that will have to be the focus for the next few years.

4.A.9. Accreditation of University of Kentucky College of Education *(added to agenda)*

Dr. Fletcher was invited and participated, along with five other superintendents across the state, in the accreditation process for the University of Kentucky College of Education yesterday in Lexington. Dr. Fletcher stated that it was an honor to represent Eastern Kentucky and Lawrence County in the process and to also network with other superintendents about what is going on in other school systems. Other superintendents invited to participate were from Boone County, Kenton County, Marshall County, Walton-Verona, and Henry County.

4.B. Presentation of School Bucks for Lawrence County Schools: Cheryl Gowan, Food City Human Relations Coordinator & Kevin Garrett, Manager

Almost \$4,000 in Food Bucks checks for the 2014-15 school year were presented to schools on behalf of the Food City Food Bucks program at Food City of Louisa. Lawrence County High School received a check for \$2,802.09. Ms. Gowan praised then Family Resource Director Deana West for the success she had in garnering parents and the community to sign-up for the program. "This is free money for the school and at no cost to the consumer who shops at Food City", stated Ms. Gowan.

Mr. Garrett, giving apologies for the regional manager's absence, explained that of the twelve Food City stores in Eastern Kentucky and in competition with larger towns such as Pikeville, LCHS had earned the greatest monetary award. Principals were present to receive the checks earning \$1,000 free points toward the current year's Food Bucks. Parents and community members must sign up annually for the program since participation does not carry over from year to year. Dr. Fletcher thanked Ms. Gowan and Mr. Garrett stating that Food City is a wonderful community partner for our school system and for our students.

4.C. Broken Arrow Archery Club Presentation

Representatives from the Broken Arrow Archery Club provided information on the benefits and opportunities to students from participation in archery programs in schools and asked the board to consider either providing an indoor site for after-school archery practice or to develop archery as a school-related activity including a partnership with Scholastic 3D Archery. The district will check into similar programs in other schools.

4.D. Public Comment

5. STUDENT LEARNING AND SUPPORT SERVICES

5.A. Approval of Minutes of the November 9, 2015 Special Meeting passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

5.B. Approval of Claims and Orders of the Treasurer passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0. *Dr. Fletcher pointed out large expense items and other items of interest including the bleachers approved by the board earlier in the year for both tennis and soccer, the board commitment to the football field entrance, replacement items for food service, and an expenditure on the superintendent's credit card for lodging at the recent KEDC Board of Directors Meeting.*

5.C. Approval of the Monthly Financial Report by Edris Humphrey, Finance Director, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

5.C.1. Bank Reconciliation Report

Ms. Humphrey reported that the beginning balance for October was \$2,676,041. The total revenue for the month of October was \$1,548,449 with expenditures for the month totaling \$2,203,686. Fund 1 cash balance for the month of October was \$1,845,713. The ending balance of all funds for October is \$1,975,197.

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

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

5.C.3. Finance Update

After the SEEK adjustment, \$50,000 for Technology, additional positions added, and Dental benefit budgeted, the contingency is currently budgeted at \$1,739,979.

CONSENT AGENDA

5.D. Approval of all Consent Agenda items, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.

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

5.D.2. Contract: Louisa Middle with New Tech Systems, Inc. for sound system for gym and auditorium for \$7,492.85. At Dr. Fletcher's recommendation, the district is paying \$2,355 of the cost which includes installation and also frees up SBDM funds for other needed improvements. (added to agenda)

5.D.3. Requests:

5.D.3.a. Fundraisers:

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

5.D.3.a.2. Blaine Elementary School

5.D.3.a.3. Louisa East Elementary (added to agenda)

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

5.D.3.b.1. Use of Louisa Middle Gym and LC High School Gym for LC Select Girls Basketball-5th Grade; November 17, 2015 to June 30, 2016; C. Paul Preece (proof of insurance provided)

5.D.3.c. Out of State Training: Student Self-Regulation Seminar in Charleston, WV on December 4th; Rhonda Colvin, DoSE; Special Education Teachers: Donna Turner, Sarah Perotti, Kimberly Collins, Susan Hogan, Georgie Grayson, Jessica Perkins (added to agenda)

5.D.4. For Review: (no action)

5.D.4.a. School Activity Fund Reports: October 2015

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

5.D.4.c. LC Schools 2015 Kentucky Schools Energy Management Report: Terry Salyer, Energy Manager (Mr. Salyer will be presenting the 1st Quarter Energy Report at the December meeting.)

5.E. District Budget Needs Assessment Summary: Superintendent Fletcher & Finance Director Edris Humphrey

Dr. Fletcher explained that the budget planning process includes a very comprehensive needs assessment from all schools and departments in the school system. Providing examples of the funding requests, he stated that in regards to funding decisions, "We must consider what will make the biggest difference with students." Ms. Humphrey reviewed the process she used in collecting the needs on the summary spreadsheet presented to the board and summarized the steps and timeline for developing next year's budget. She also stated that the needs list will continue to be used throughout the yearly budget process and will have the costs added at the draft budget stage. At Ms. Robinson's request, the gym floor was added to the needs list under Fallsburg, and Chairman Preston asked that an alternative classroom be added to Louisa Middle School's list. Dr. Fletcher noted that different funding sources are being looked at to keep the district in the black and concluded referencing some "dream" items that are on the needs assessment list such as a Dual Credit Academy for LCHS.

5.F. Approval to award the lone bid for snow removal to Lawn Express, Inc., Catlettsburg, KY, passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

5.G. Approval of Louisa West Elementary playground purchase passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0. (David Williams & Associates: \$49,561.50 for playgrounds; \$5,885.00 for wood fiber base and surfacing)

5.H. Approval to enter **Executive Session** for the purpose of Student Discipline/Expulsion Hearing pursuant to KRS 61.810(1)(f) passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

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

5.J. New Business (*no action*)

6. PERSONNEL

6.A. Approval to table change(s) regarding position(s) for 2015-2016 passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

6.B. Approval of a Substitute Teacher pay increase, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

Substitute Teacher Daily Rate of Pay is set in accordance with the table below:

Rank	Less than 10 years experience	More than 10 years experience
Rank I	\$100	\$110
Rank II	\$90	\$100
Rank III	\$85	N/A
Rank IV (more than 96 college hours without teaching certification)	\$75	N/A
Rank V (64-95 college hours)	\$70	N/A

The above salary schedule for Substitute Teachers will take effect on November 30, 2015.

6.C. Approval of updates to *Lawrence County Schools 2015-2016 Salary Schedule* (pages 13, 14, and 17) passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0. *Updates, based on prior board actions, are shown by yellow highlighting on the following pages.*

**LAWRENCE COUNTY BOARD OF EDUCATION
DISTRICT GRANTS
CLASSIFIED SALARY SCHEDULE
2015 – 2016**

Job Class

Code

Title

Salary Calculation

Family Resource Center:

7784	LWES/LEES Clerk (1)	\$12.17/hr (7.5 hrs/day – 180 days)
7342	BES School Home (1) Community Liaison	\$16.30/hr (8 hrs/day – 240 days)
7342	LWES/LEES School Home (1) Community Liaison	\$20.34/hr (8 hrs/day – 240 days)
7342	FES School Home (1) Community Liaison	\$20.34/hr (8 hrs/day – 240 days)

Youth Service Center:

7784	LMS/LCHS Clerk (1)	\$12.17/hr (7.5 hrs/day – 198 days)
7342	LMS/LCHS School (1) Home Community Liaison	\$20.34/hr (8 hrs/day – 240 days)

7784	Substitute Clerks for Family Resource/Youth Service Centers	\$57.00/day (7.5 hrs/day)
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NOTE: Authorization for utilization of a Substitute Clerk shall be granted by the Superintendent or Director of Finance and shall be based on an appropriately documented extended absence.

Misc. Grants:

Born Learning Academy \$500 each
Grant Facilitators (2)

Born Learning Grant \$15/hr
Child Care Providers

7318	Instructional Assist. II (1) (Vocational Rehab.)	\$13.19 (7 hrs/day – 183 days)
7291	Physical/Occupation (1) Therapist	\$59,322 (185 days)

LAWRENCE COUNTY BOARD OF EDUCATION
DISTRICT GRANTS
CLASSIFIED/CERTIFIED SALARY SCHEDULE
2015 – 2016

<u>Job Class</u> <u>Code:</u>	<u>Title</u>	<u>Salary Calculation</u>
<u>Adult Education:</u>		
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)
7476/7465	Adult Education/Community Education Director (1)	\$20.80/hr (8hrs/day – 258 days)

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

POSITION	EXTENDED DAYS	CONTRACT DAYS	EXTRA DUTY SERVICE PAY
HIGH SCHOOL DEPARTMENT HEADS (Cont.)			
PRACTICAL LIVING (1)	0	185	\$500
DOCTORATE	0	185	\$2,000
PUBLIC INFORMATION OFFICER	0	185	\$2,000
NATIONAL TEACHER CERTIFICATION	0	185	\$2,000
SAFETY PATROL (1)	0	185	\$500
SPEECH PATHOLOGY (5)	0	185	\$1,000
TECH BUILDING COORDINATOR (1 PER SCHOOL)	0	185	\$500
WRITING LEADERS			
ELEMENTARY (1 PER SCHOOL)	0	185	\$1000
MIDDLE (1 PER SCHOOL)	0	185	\$1000
HIGH SCHOOL (1)	0	185	\$1000
YEARBOOK SPONSOR P-8 (1 PER SCHOOL)	0	185	\$2,000
YEARBOOK SPONSOR HIGH SCHOOL (1)	0	185	\$2,000
YEARBOOK ASST SPONSOR HIGH SCHOOL (1)	0	185	\$1,000
EXTRA PAY DUTIES SPORTS*			
ATHLETIC DIRECTOR HIGH SCHOOL (1)	7	192	\$2,500
ATHLETIC DIRECTOR MIDDLE GRADES (1)	0	185	\$1,500
BASEBALL HEAD COACH (1)	5	190	\$2,000
BASEBALL ASST COACH (2)	0	185	\$800
BASEBALL HEAD COACH MIDDLE GRADES (1)	0	185	\$1,200
BASEBALL ASST COACH MIDDLE GRADES (1)	0	185	\$600
BASKETBALL BOYS HEAD COACH (1)	5	190	\$6,000
BASKETBALL BOYS FEEDER PROGRAM (1)	NA	NA	\$2,000
BASKETBALL BOYS ASST COACH (2)	0	185	\$2,000
BASKETBALL BOYS HEAD COACH MIDDLE (1) BES,FES,LMS	0	185	\$1,200
BASKETBALL BOYS ASST MIDDLE (1) BES,FES, (2)LMS	0	185	\$600
BASKETBALL GIRLS HEAD COACH (1)	5	190	\$6,000
BASKETBALL GIRLS FEEDER PROGRAM (1)	NA	NA	\$2,000
BASKETBALL GIRLS ASST COACH (3)	0	185	\$1333.33
BASKETBALL GIRLS HEAD COACH MIDDLE (1) BES,FES,LMS	0	185	\$1,200
BASKETBALL GIRLS ASST MIDDLE GRADES (1) BES,FES,LMS	0	185	\$600
BASS HEAD COACH (1)	0	185	\$1,200
BASS ASST COACH (1)	0	185	\$600
FOOTBALL HEAD COACH (1)	15	200	\$6,000
FOOTBALL ASST COACH (7)	0	185	\$2,000
FOOTBALL HEAD COACH MIDDLE (1) LMS	0	185	\$1,200
FOOTBALL MIDDLE GRADES ASST (1) LMS	0	185	\$600
GOLF HEAD COACH BOYS (1) LCHS	0	185	\$1,200
GOLF HEAD COACH GIRLS (1) LCHS	0	185	\$1,200
GOLF ASSISTANT COACH (1) LCHS	0	185	\$600
ROTC 4-9YRS (1)	0	185	\$1,200
ROTC 10+YRS (1)	0	185	\$2,400
ROTC DRILL TEAM (1)	0	185	\$1,000
ROTC RANGER TEAM (1)	0	185	\$1,000
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

6.D. Superintendent Professional Growth and Evaluation System (SPGES): Monthly Update
Dr. Robbie Fletcher, Superintendent

6.D.1. Collaborative Leadership -- The community effort to attract Sullivan University

Dr. Fletcher provided an update on his recent actions regarding one of the standards of SPGES, Collaborative Leadership. One example is that he continues to work with community leaders, such as the County Judge Osborne and Catrina Vargo, Economic Director, and to step outside the county line in working with Sullivan University to bring them to Lawrence County. The latest is that Sullivan will be coming in some capacity, at least offering distance learning. Another good example of the collaborative leadership standard is the trip Dr. Fletcher made yesterday to the UK College of Education to participate in their accreditation process. Dr. Fletcher also stated that he will be asking the Board to give him a mid-year review in January, as they did last year.

6.E. Superintendent's Personnel Action/Update

Hiring

Pamela Pigg	- Food Service Manager at Louisa East Elementary School
Tammy Porter	- Cook/Baker (4.5hrs/day) at Louisa West Elementary School
Vickie Lockard	- Cook/Baker (4.5hrs/day) at Louisa Middle School
Rebecca Lemaster	- Cook/Baker (4.5hrs/day) at Louisa East Elementary School

Change of Position

Shana Green	- From Teacher at Louisa West Elementary School to LBD Teacher at Louisa Middle School
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Resignations

Jennifer Maynard	- District School Health Nurse/Special Needs Nurse at Blaine Elementary School
Ruth Fissler	- Cook/Baker (7hrs/day) at Louisa Middle School

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