

# Lawrence County Board of Education Regular Meeting

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

December 21, 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

Present: Dr. Robbie Fletcher, Superintendent; 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; Ms. Cassandra Webb, Chief Academic Officer; Lawrence County High School Principal: Ms. Christy Moore; Louisa Middle School Principal: Mr. Tommy Castle; Fallsburg Elementary Principal: Mr. Stuart Cook; Louisa West Elementary Principal: Ms. Debbie Delong; Mr. James Ellis, Director of Adult & Community Education; 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*, and then Chairman Preston led *The Pledge to the United States Flag*.

### 2. APPROVE AGENDA

Approval to amend the agenda to include **5.D.3.b.3. LCHS out of state travel by engineering students to West Virginia** passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0.

### 3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

#### 3.A. Lawrence County High School Principal & Staff officially exiting Priority status

After reading a congratulatory letter from Dr. Stephen Pruitt, the Commissioner of Education, Dr. Fletcher presented two framed certificates of recognition signed by all board members and himself to Principal Moore and one for the staff for display at the high school in recognition of their designation as a Distinguished High School and for exiting Priority status.

#### 3.B. LCHS Students Receive WYMT-TV Mountain Classic Scholarships: Lakyn Chapman, Vista McDowell, and Nicholas Turner

Dr. Fletcher congratulated the \$1,000 scholarship winners. Vista McDowell was present to receive her certificate and noted that she plans to enter the field of pharmacy.

## **4. COMMUNICATION**

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

#### **4.A.1. Completing principal mid-year reviews**

Using the Principal Professional Growth and Evaluation System (PPGES), Dr. Fletcher and Ms. Webb together complete the reviews and evaluations of all principals, examining each indicator and standard. The evaluation cycle begins with orientation at the start of the year followed by a site-visit then mid-year review, site visit then final evaluation.

#### **4.A.2. Request mid-year review in January**

Just as principals receive mid-year reviews, Dr. Fletcher requests the board conduct a mid-year review of him in January using the Superintendent PGES.

#### **4.A.3. AEP Credits Count Coordinator hired by ACTC**

Ms. Mia Brown has been hired as the coordinator for the AEP Credit Counts grant that will be implemented at the high school expanding dual credit opportunities for our students. Principal Moore and Sharon Parsons served on the selection committee.

#### **4.A.4. Progress on survey for pay roll decision**

In keeping with the board's request, a survey of staff will be conducted in January to determine preferences for either a 24-payroll schedule or the current 26-payroll schedule. The survey is receiving a final review by Ms. Humphrey and Ms. Adkins.

#### **4.A.5. ESSA update**

Dr. Fletcher provided a handout containing an overview of the Every Student Succeeds Act (ESSA) that replaced No Child Left Behind (NCLB). He noted that ESSA contains several implications for accountability over the next eighteen months, including program reviews, common core standards, help for low-performing schools, funds for at-risk students, and funding flexibility.

#### **4.A.6. Non-traditional instruction (Google Days)**

Dr. Fletcher thanked Mr. Hall for his work in putting a timeline together with the help of each principal to ensure each school is prepared for the first NTI/Snowbound Learning Day. So far this winter, an NTI day has not been needed.

#### **4.A.7. SIG award amount**

The high school was awarded a fraction of the amount requested in the grant, \$290,996. In working along with Ms. Moore, the goals are to try to keep the technology requested and to fund either a math or reading interventionist.

### **4.B. 1st Quarter Energy Report: Terry Salyer, Energy Manager**

Mr. Salyer congratulated Lawrence County Schools on energy savings. In 2010, our rating on the Energy Use Intensity Index (EUI) was 68.6 and in 2015 it decreased to 52.5 resulting in a 16.1% improvement. The statewide average EUI was 65.4 (kBtu) per square foot. Lawrence

County currently ranks 52 out of 173 school districts in the state, which is in the upper one-third of the state. In addition, Mr. Salyer stated, "The trending data for this year is really good." The SchoolDude report that gives a year-to-date comparison of energy costs shows a cost improvement of \$45,230/15.5% over this same time last year. Dr. Fletcher noted that Mr. Burns does a good job of scheduling and monitoring building use to control energy cost and that the district had purchased the updated software that allows control of the buildings.

Mr. Salyer also discussed the opportunity (to be voted on later in the agenda) for the district to lock in the price of natural gas for the next two or three years. This opportunity is the result of multi-county negotiations that will provide the benefit of not only lower costs but also help in long-term budgeting.

#### **4.C. Public Comment**

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

**5.A.** Approval of the **Minutes** of the November 16, 2015 Regular 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 the **Claims and Orders of the Treasurer** passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

Dr. Fletcher reviewed the bills to be paid with the board pointing out, as he does monthly, large cost items and others of interest including any charges to the superintendent credit card. Among those he pointed out were alternative school computers, science conference expenses for teachers, Teach for America, professional development in writing, turf management, tires, food service equipment, track drainage engineer costs, weights and benches, fire extinguisher upgrades, Honeywell, and books through SEEK for Fallsburg.

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

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

The Beginning balance for November was \$1,975,197. Total revenue for the month of November was \$2,084,818, and expenditures for the month totaled \$1,565,658. Fund 1 (General Fund) cash balance for the month of November was \$1,556,425, and the ending balance of all funds for November is \$2,419,146.

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

Balance Sheets provided to the board reflect the balance for each fund as of November 30. The Monthly Financial MUNIS Report was also provided for the board's review.

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

Title II funding received an increase of \$10,293, but a SEEK Shortfall is projected. Compared to this time last year, expenditures are within \$12,414, and the overall fund balance is up \$72,288. However, compared to last year, the Fund 1 balance is down \$386,843 and total revenue is down \$902,871. This decrease in revenue was traced to receiving property taxes later this year than last; the check wasn't received until December. Ms. Humphrey has updated the 2014-2015 Financial

Audit and AFR regarding on-behalf payments based on direction from the auditor. Also, in preparation for Draft Budget discussions in January, she has updated the 2016-17 Needs Assessment Summary from schools, departments, and managers to include dollar amounts. Dr. Fletcher noted that the projection from Frankfort on the SEEK reduction is estimated between \$50,000 to \$100,000.

## **CONSENT AGENDA**

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

**5.D.1. Per diem and expenses for members attending required KSBA training on December 4 and 5, 2015 and for members present on December 21, 2015**

**5.D.2. Contracts:**

**5.D.2.a. Contract for LC Schools with Constellation for natural gas** (*The board followed the KSBA recommendation choosing the two-year guaranteed rate of \$4.79/Mcf with Constellation, the current natural gas supplier, which represents an estimated annual savings of \$127,029.*)

**5.D.2.b. Contract for playground prep work at Louisa West Elementary** (*McKinney Hauling of Louisa, KY: dozer work-\$500.00 and fill dirt-\$500.00*)

**5.D.2.c. 2016-2017 Nonresident Contracts from Boyd County and Carter County**

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

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

**5.D.3.a.1. Blaine Elementary**

**5.D.3.b. Trip Requests:**

**5.D.3.b.1. LEES School Trip Request: Annual Safety Patrol Trip to Washington, D.C.; April 27 to May 1, 2016; Dina Chaffin & Susie Compton** (*includes the annual \$50 per student financial assistance*)

**5.D.3.b.2. BES Annual 8th Grade Trip to Pigeon Forge & Gatlinburg, Tennessee; April 11 to April 15, 2016; Sharon Fields** (*pending SBDM approval*)

**5.D.3.b.3. Out of State Trip: LCHS Engineering Field Trip to Alleward Sogefi USA facility in Prichard, West Virginia; January 15, 2016; Brad West** (*added to agenda*)

**5.D.3.c. Request for assistance: football helmet reconditioning; Coach Joey Cecil (60 helmets @ \$37)**

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

**5.D.4.a. School Activity Fund Reports: November 2015**

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

**5.D.4.c. FYI: RTT Scope of Work Request for Extension**

*(Ms. Webb explained that the extension is re-purposing funds originally obtained to fund CIITS curriculum work in reading and math. The extension will allow use of over \$16,000 by science teachers across the district to design instructional units at \$30 per hour.)*

**5.E. Approval of District & School Professional Learning** presented by Chief Academic Officer Cassandra Webb passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.E.1. 2015-2016 LCS Professional Learning Schedule**

Ms. Webb provided an overview of the comprehensive and intentional design of professional learning for certified personnel throughout the district for the current school year. "Many of these sessions are completed but some are on-going. This is to let you understand what support is being provided to teachers."

### **5.E.2. Teacher Academy & Principal Leadership Academy**

The Teacher Academy model brings teachers from across the district together in their content areas in meetings facilitated by Ms. Webb and the District Resource Teachers. The meetings are tailored to learning based on the teachers' needs and wants. Teachers met in two to three sessions first semester. The substitute shortage affected the last session, but they were eventually completed. Session topics included such things as differentiation activities, data analysis, and technology learning in preparation for use of Google classrooms. Each session was different but some commonalities such as how to analyze MAP and STAR data was in all academies. Feedback after each session was conducted using our plus/delta system, and every delta was addressed as follow up. Ms. Webb noted that there was great interaction, especially the one-on-one with teachers in determining their needs. In the upcoming semester, teachers will not be pulled out of classrooms for Teacher Academy. The academy learning will continue in flexible days built into the school calendar, the first of which is scheduled for January 15. Dr. Fletcher stated that Ms. Webb and District Resource Teachers have worked very hard to individualize the sessions to what teachers need. "I appreciate the hard work in organizing the Teacher Academies and Principal Academies. Very good job."

Ms. Webb stated that the presenters for Principal Academies have all been state department employees coming to our district free of charge, and they are nationally certified trainers. "You don't get any better than the National Institute for School Leadership. Top of the line training for our principals." Plus/delta feedback was all positive with the only delta being more time needed to consume a lot of information.

### **5.E.3. School Professional Learning Plans**

School plans are designed to provide learning based on the particular needs of their teachers.

### **5.E.4. Content Specific Professional Learning:**

#### **Math: K-12 Go Math Workshops**

One on-site, 3-hour professional learning for math teachers was held at each school across the district. Also, after concerns with use of resources came to light in Teacher Academies, Dr. Fletcher contacted the company and arranged another six-hour, on-site visit to the district to address those concerns.

#### **English Language Arts: 5-12 Angela Hilterbrand Workshops**

Participants in these writing and grammar workshops discussed the training in Teacher Academies and shared the strategies at their schools in PLCs or after-school teachers' meetings.

#### **Science: KSTA Next Generation Science Conference**

The science Teacher Academies revealed a need for participation in state and national science conferences. As a result, an informal schedule was set up, in consultation with Ms. Humphrey regarding funding, to rotate an opportunity for the core content areas to attend such conferences and bring back information and strategies to share with others in their content areas. For the current year, two social studies teachers had already attended a conference so the science teachers self-selected three teachers to attend the state conference this year, one from LMS, one from Blaine, and two from the high school. One science

teacher will attend the national conference in the spring in Nashville. Next year, English and math teachers will be afforded this opportunity.

**5.F. Approval of *Revised 2015-2016 District Improvement Plan (DIP) and KDE Assurances-District*** passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

Chair of the District Improvement Plan Committee, Cassandra Webb, noted that Mr. Preston and Mr. See were part of a planning meeting held last week to review and give input on the plan and that the plan has changed since last week based on the recommendations of the committee. "The plan can be cumbersome so I developed a framework that summarizes the plan. The 11" by 17" table allows you an airplane view of the DIP." Ms. Webb led discussion of the goals, strategies and activities and pointed out that though the format is different, the focus is not new but shows the progress that has been made and next steps. "This framework document, entitled LC Transformation 2.0, will be valuable to you as a board member to cross-reference items you consider in the future because everything we do should fit in this plan to work toward one of these goals." The format of the plan is based on the four requirements of state accountability: Proficiency/Gap; Accountability Index; College/Career Ready; and Graduation Rate. All activities under the goals are also cross-referenced with AdvancedED Standard 3, 1-12; Kentucky Rising; and the Nine-building Blocks of World-Class Education System. In addition, Novice Reduction Key Core Process/Components are identified.

Curriculum and instruction strategies are divided out by content areas, and the college/career ready strategies are heavily focused on technology. Other focus areas are effective systems, continuous improvement, RtI, and organizational efficiency which includes strategies for many important support structures such as transportation, maintenance processes, food service effectiveness and health/wellness needs.

Dr. Fletcher noted that the plan will strengthen the things we already do and has the potential to lead to other opportunities such as a Dual Credit Academy on the campus of the high school. "One of the big things we've discussed is that we feel that no matter what the state accountability system looks like, this plan will make us successful," stated Dr. Fletcher. Ms. Webb added, "Just so you know, your dashboard system is more strict than the state accountability system is now." Schools will be reporting in January their latest progress on their achievement dashboards. In discussing the improvement plan's connections to Kentucky Rising, she concluded, "We don't just want our kids to be college and career ready, we want for them to be global-ready."

Chairman Preston stated, "We appreciate your efforts. We understand you put your whole heart into this." Ms. Webb replied, pointing to administrators and staff in the audience, "We all do. Everyone back here has a piece and part in this."

**5.G. Approve the review and acceptance of *Revised 2015-2016 School Improvement Plans*** for Blaine Elementary, Fallsburg Elementary, Louisa East Elementary, Louisa West Elementary, Louisa Middle and Lawrence County High School passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.

**5.H. Approval of *Lawrence County and MSU Project Lead the Way (PLTW) Memorandum of Understanding*** passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0. *(The agreement provides LCHS students the opportunity to obtain 9 to 12 hours of college credit in PLTW courses if they achieve an 85% grade.)*

**5.I.** Approval of the *Kentucky Association of School Process Improvement and Performance Excellence (PIPE) Grant Application* passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0. *(The grant for \$40,000, applied for by Ms. Webb, will acquire training for district administrators and managers on efficient processes.)*

**5.J.** Approval of the *Notice of Shortened School Day Waiver* for a student with special needs passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0. *(for medical purposes)*

**5.K.** Approval to accept bid for physical therapy services, Anita Frazier Brooks as the primary provider and Paula Mitchell as a substitute provider, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**5.L.** Approval to not recognize the 3D Archery Club as a school club or team passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.M.** 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. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

**5.N.** 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.O. New Business**

### **6. PERSONNEL**

**6.A.** Approval of creation regarding position for 2015-2016, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

The following position is created:

- (1) Cook/Baker (7 hrs) at Louisa Middle School

**6.B.** Approval of the Request for Approval of Program and/or Teacher Assignment (Alan Short) passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

**6.C.** Approval of update to *Lawrence County Schools 2015-2016 Salary Schedule* (page 15: substitute teacher pay rates approved November 16) passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

*The update/changes are indicated by highlighting on the following page.*



**LAWRENCE COUNTY BOARD OF EDUCATION**

**2015-2016**

**CERTIFIED PAY SCALE**

**(185days)**

| <b>Experience</b> | <b>Rank I</b> | <b>Rank II</b> | <b>Rank III</b> | <b>Rank IV</b> | <b>Rank V</b> |
|-------------------|---------------|----------------|-----------------|----------------|---------------|
| 0                 | \$43,286      | \$39,128       | \$35,222        | \$31,277       | \$29,276      |
| 1                 | \$43,460      | \$39,300       | \$35,394        | \$31,277       | \$29,276      |
| 2                 | \$43,630      | \$39,475       | \$35,566        | \$31,277       | \$29,276      |
| 3                 | \$43,800      | \$39,646       | \$35,738        | \$31,277       | \$29,276      |
| 4                 | \$47,217      | \$42,967       | \$39,240        | \$31,277       | \$29,276      |
| 5                 | \$47,636      | \$43,327       | \$39,583        | \$31,277       | \$29,276      |
| 6                 | \$47,895      | \$43,499       | \$39,757        | \$31,277       | \$29,276      |
| 7                 | \$48,067      | \$43,671       | \$39,930        | \$31,277       | \$29,276      |
| 8                 | \$48,239      | \$43,844       | \$40,101        | \$31,277       | \$29,276      |
| 9                 | \$48,410      | \$44,019       | \$40,275        | \$31,277       | \$29,276      |
| 10                | \$52,849      | \$48,560       | \$44,432        | \$31,277       | \$29,276      |
| 11                | \$53,128      | \$48,822       | \$44,683        | \$31,277       | \$29,276      |
| 12                | \$53,306      | \$48,999       | \$44,856        | \$31,277       | \$29,276      |
| 13                | \$53,487      | \$49,171       | \$45,034        | \$31,277       | \$29,276      |
| 14                | \$53,666      | \$49,349       | \$45,208        | \$31,277       | \$29,276      |
| 15                | \$54,751      | \$50,628       | \$46,595        | \$31,277       | \$29,276      |
| 16                | \$54,905      | \$50,784       | \$46,743        | \$31,277       | \$29,276      |
| 17                | \$55,062      | \$50,940       | \$46,888        | \$31,277       | \$29,276      |
| 18                | \$55,217      | \$51,092       | \$47,032        | \$31,277       | \$29,276      |
| 19                | \$55,366      | \$51,249       | \$47,183        | \$31,277       | \$29,276      |
| 20                | \$55,875      | \$51,728       | \$47,619        | \$31,277       | \$29,276      |
| 21                | \$56,101      | \$51,916       | \$47,764        | \$31,277       | \$29,276      |
| 22                | \$56,326      | \$52,105       | \$47,907        | \$31,277       | \$29,276      |
| 23                | \$56,551      | \$52,289       | \$48,054        | \$31,277       | \$29,276      |
| 24                | \$56,773      | \$52,476       | \$48,201        | \$31,277       | \$29,276      |
| 25                | \$57,002      | \$52,666       | \$48,346        | \$31,277       | \$29,276      |
| 26                | \$57,224      | \$52,853       | \$48,494        | \$31,277       | \$29,276      |

**Substitute Teachers:**

| <b>Rank</b>   | <b>Less than 10 years experience</b> | <b>More than 10 years experience</b> |
|---|--------------------------------------|--------------------------------------|
| 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                                  |

- Certified subs working 20 consecutive days in same position\* on the 21<sup>st</sup> day their pay goes to Daily rate.
- Retired teachers working 20 consecutive days in same position\* on the 21<sup>st</sup> consecutive day their pay goes to their Daily Wage Threshold (DWT). Must have letter from KTRS on file with DWT stated.
- Certified Homebound Teacher rate \$30.00 an hour after school.
- Certified Homebound **daily** sub based on daily rate
- PD Extra Pay: \$70.00/day-6hr. day (This is the pay rate teachers receive for professional development once they have attended scheduled PD days).

**\* "same position" means working for the same teacher in the same capacity"**



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

**6.D.1. Monthly Update: Standard 7 Influential Leadership**

At a recent Kentucky Association of School Superintendents (KASS) at which the new Commissioner of Education gave an update of ESSA and what is happening across the state, Dr. Fletcher requested in the open meeting to be part of any task force or committee that may be set up to consider revisions to the state's accountability system. The Commissioner asked that Dr. Fletcher submit the request in an email and he subsequently replied that he was thankful for the request "... if such moves forward".

"Getting outside the county lines is an example of the Influential Leadership standard. Let's see what we can do to impact the state, but I think this will also benefit our students and put a spotlight on the good things going on here."

**6.D.2. Mid-year review requested by Dr. Fletcher**

At the January regular meeting, Dr. Fletcher will bring some SPGES artifacts for review and discussion and ask the board for input.

**6.E. Superintendent's Personnel Action/Update**

**Hiring**

**Amanda Elliott – Teacher at Louisa West Elementary School (1-Year)**

**Full-Time Bus Monitor**

**Shelly King**

**Dalena Bartley**

**Claudia Belcher**

**Sandra Boggs**

**Wilma Burchett**

**Jennifer Conn**

**Barbara Davis**

**Amanda Dingess**

**Kelli Dooley**

**Crystal Elswick**

**Emily Fitchpatrick**

**Janice Hewlett**

**Joseph Hilton**

**Sandy Jobe**

**Bonnie Moore**

**Justin Newsome**

**Wilma Newsome**

**Brenda Parker**

**Andrea Poe**

**LaWanda Skaggs**

**Carolyn Smith**

**Christy Thompson**

**Amber Tinger**

**Ashley Evans**

Shelley King  
Debra Preece  
Carolyn Lemaster

Substitute Bus Monitors

Chelsea Collins  
Carolyn Lemaster  
Debra Preece  
Shelley King

Resignations

|                |                        |
|----------------|------------------------|
| Dalena Bartley | -Full-Time Bus Monitor |
| Barbara Davis  | -Full-Time Bus Monitor |
| Wilma Newsome  | -Full-Time Bus Monitor |

**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