

Lawrence County Board of Education Regular Meeting

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

January 19, 2016; 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; Mr. Tim Murphy, AIA, LEED AP, Principal, Murphy Graves Trimble, PLLC, Architecture/Planning/Interiors; Mr. Fred Eastridge, PE, PLS-Director, Architect, ECSI; Ms. Edris Humphrey, Director of Federal Programs/Finance; Ms. Cassandra Webb, Chief Academic Officer; Mr. Vernon Hall, Director of Pupil Personnel/ Personnel; Lawrence County High School Principal: Ms. Christy Moore; Louisa East Elementary Principal: Ms. Mary Hall; Louisa Middle School Principal: Mr. Tommy Castle; 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

1.A. 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*.

1.B. Approval to amend the agenda to include five additional items, 4.A.10. PIPE Grant awarded, 4.A.11. KSBA 80th Annual Conference, 5.D.3.b.2. Use of Lawrence County gyms/facilities for Lawrence County Cal Ripkin Baseball, 5.D.3.c. Out of state school trip: FES Annual 8th Grade Trip, and 5.K.1. Permission to apply for Project Lead The Way (PLTW) Grants, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

2. ORGANIZATIONAL ISSUES

2.A. Approval of Heath Preston as Chairperson of the Lawrence County Board of Education passed with a motion by Ms. Maddlene Roberts and a second by Ms. Barbara Robinson by a vote of 5 to 0.

2.B. Approval of Garnett Skaggs as Vice-chairperson of the Lawrence County Board of Education passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

2.C. Approval of Schedule of Regular Board Meetings for the 2016 Calendar Year, as indicated, passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

The time of regular meetings was set as 6:00 p.m.; the dates as: the third Monday of each month except for the January and February meetings, which will be held on the Tuesday following the third Monday due to federal holidays; and the locations as Lawrence County High School except for the September meeting will be held at Fallsburg Elementary and the April meeting will be held at Blaine Elementary.

2.D. Approval of the acknowledgement of receipt of *Your Duty Under the Law* and *Managing Public Records* passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

3.A. Fallsburg Student: Ethan Reeves' Community Service

Though Ethan was unable to attend, Dr. Fletcher and the Board provided a certificate for him in recognition of his helping others and for his commitment to resiliency and community service. Dr. Fletcher read excerpts from a Daily Independent article celebrating Ethan including: "Although Reeves has gone through many challenges, he has learned to not let his disability get in the way and encourages others to do the same." Ethan has just turned sixteen and has gone through several extensive heart surgeries but continues to be active in helping others in the community.

3.B. School Board Recognition Month

Board members were presented several items in recognition of their service including Distinguished Dog t-shirts from LCHS principal, Christy Moore. She noted that the t-shirts were funded by donations and that all students and staff had received one in recognition of their success on state accountability and being designated a Distinguished High School. Additionally, Dr. Fletcher presented them each a couple of his "favorite pens", inscribed with Distinguished School District. He read excerpts from Commissioner Pruitt's letter to board members applauding their "dedication and commitment to the students of your county" and from County Judge Executive Osborne's Proclamation announcing January as School Board Recognition Month in Lawrence County: "The members of the Lawrence County Board of Education are the heart and soul of the public educational governance system." Dr. Fletcher also presented them with certificates on behalf of the Kentucky School Board Association signed by former superintendent, Mike Armstrong, as Executive Director.

Dr. Fletcher commended the board for their work on such things as the district improvement plan, budget planning, the AEP grants, and networking at the state level and community involvement. "I give you a heartfelt thank-you for all your work and for the decisions you have made." Board members responded in kind expressing thanks to Dr. Fletcher, for each other, for "good leadership" and "...the staff at all the schools. We know they work hard and we're proud of them." Chairman Preston concluded, "That's what is so great about this board. Everyone of us puts kids first."

4. COMMUNICATION

4.A. Superintendent's Update

4.A.1. Request from KDE- Division of Innovation and Partner Engagement: Sharing Lawrence County's NTI process via state/national webinar

"Our NTI Google Classroom days are being recognized as a model across the state." Central Office staff including Dr. Fletcher, Vernon Hall, Tommy Burns and Mike Muncy will be

sharing Non-Traditional Instruction (NTI) processes, documents and training in the upcoming webinar.

4.A.2. Request from KDE - Division of Student Success: Sharing central office processes with Breathitt County Schools' staff members

The Breathitt County group will be attending the upcoming Central Office Communication & Accountability (COCA) meeting on Monday "to observe our processes and discuss our Big Rock Plan" with the DPP, Chief Academic Officer, DoSE and Superintendent. Dr. Fletcher commented on what a milestone this is, "As you recall, five to six years ago, we had a PLA (Persistently Low Achieving) high school and district. I applaud Mr. Armstrong's efforts and the board's efforts to get us to the point of serving as a model to another district."

4.A.3. SIG 2.0 update - Revisions to SIG application (pending KDE approval)

With the high school out of PLA status, only \$296,000 was received from the latest School Improvement Grant (SIG) necessitating a change in the budget. Items remaining in the budget include technology/computers, the math interventionist, supplies for math and science, and college field trips.

4.A.4. Senate Bill 1 Prichard Committee Overview - Conversations with Representatives

Dr. Fletcher reviewed highlights of changes that may occur in education in Kentucky and in schools and districts' accountability including removing program reviews, new social studies standards and student growth and changes on how schools are identified and labeled for accountability purposes. Discussions are ongoing in the state legislature.

4.A.5. Meeting with Big Sandy Community and Technical College President, Dr. Devin Stephenson

Dr. Stephenson sought out a visit with Dr. Fletcher expressing willingness to partner with us in offering post-secondary opportunities to our students as it does with other counties to our south where high school seniors can often graduate high school with associate degrees. Big Sandy may join Sullivan University in offering courses in downtown Louisa at the old courthouse. Welding was mentioned.

4.A.6. Google Classroom Days/Professional Learning Days held - January 12, 13, 14

Because of the board approved flexible calendar, students were not in schools on January 12, 13, and 14; however, the last day of school for students remains at May 11. January 12 and 14 were NTI Days and the 13th was a Flexible Professional Development Day for teachers.

4.A.7. District of Innovation potential

Dr. Fletcher has had conversations with Ms. Moore, our high school principal, and with state personnel and is in the process of putting together a proposal for "how we do high school". The possibility is being explored for students to be able to waive some existing credit requirements in order to take more dual credit courses their junior and senior years including more career technical pathways.

4.A.8. Payroll survey results

Dr. Fletcher provided the board results of the staff survey regarding a 24- or 26-check payroll system. 226 responses were received, 152 electronic and 74 written. 195 (83.6%) indicated for the payroll to stay as is on a 26-check system (every 2 weeks); 12 (5.3%) staff

indicated a desire to change to a 24-check system with checks on the 15th and 30th; and 14 (8.4%) indicated no preference. The board did not take any action.

4.A.9. Two schools apply for 21st Century Grants: Blaine and Louisa East

Dr. Fletcher thanked Ms. Humphrey for delivering the grants to Frankfort today.

4.A.10. PIPE Grant awarded to Lawrence County Schools (added to agenda)

The \$40,000 awarded for the Kentucky Association of School Process Improvement and Performance Excellence (PIPE) Grant will be used for training for Central Office managers and administrators on developing strong systems. "No matter who's in charge, these are the systems that continue the work and progress. We would like to be a Baldrige Winner."

4.A.11. KSBA 80th Annual Conference on February 26-28 at Galt House, Louisville (added to agenda)

Board members were asked to confirm their attendance to the annual conference where they will be attending required trainings that are outlined in state regulations. Dr. Fletcher noted that students of Ms. Schutzborg, LCHS art teacher, would be designing the district's banner for display at the conference.

4.B. Annual Wellness Report: Nutrition and Physical Activity Report Card

The board reviewed the *2014-2015 Annual Wellness Report* for discussion and input. The report included data on School Physical Activity and Achievement and an overview of the nutritional and financial components of school meal programs. Dr. Fletcher shared additional data regarding increases in participation rates of students for not only lunches but also breakfasts due in large part to the addition of the Grab-and-Go breakfast option added between 1st and 2nd periods. Two to three types of fresh fruits and vegetables and a choice of two entrees are offered daily, and two lines have been added at the high school due to increased participation. Under the direction of Food Service Manager, Cindy Hay, a healthy food service budget (which can only be spent on food service) has enabled upgrading and replacing equipment in cafeterias and other improvements. In addition, District Health Coordinator, Victoria Moore, is continuing work with schools in updating wellness policies.

4.C. Public Comment

4.D. Approval to award bid for high school track repairs to **Floyd County Excavating** in the amount of **\$68,121.00**, pending references, and approval of the revised BG-1 based on bid results with all approvals subject to KDE review and approval passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0. (*leftover funding from the high school renovation project*)

5. STUDENT LEARNING AND SUPPORT SERVICES

5.A. Approval of **Minutes** of the December 21, 2015 Regular Meeting passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

5.B. Approval of **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 pointed out large expense items and other items of interest, as he does each month, including the charges to the superintendent credit card incurred by him, which included his

expenses at the Kentucky Association of School Superintendents (KASS), lodging and travel. Among the other bills he pointed out were the purchase of practice questions in support of academic teams, board members expenses at the KSBA Winter Symposium, vehicle repair for which the district will be reimbursed, wireless access points, Chromebooks using Fund 2, tax collection fees and expenses, and purchase of the Distinguished Dogs t-shirts funded by donations. Dr. Fletcher read donors' names aloud thanking them for their support.

5.C. Approval of the Monthly Financial Report presented by Finance Director Edris Humphrey 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

The beginning balance for December was \$2,419,146. Total revenue for the month of December was \$3,485,757, and expenditures for the month totaled \$1,672,076. Fund 1 (General Fund) cash balance for the month of December was \$3,045,560, and the ending balance of all funds for December was \$4,298,571.

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

Balance Sheets provided to the board in board packets reflect the balance for each fund as of December 31. The Monthly Financial MUNIS Report was also provided in packets for review.

5.C.3. Finance Update & Set Date for 16-17 Draft Budget Working Session

A special meeting was set for January 28th at 5:30 p.m. to review the 2016-17 Draft Budget. Ms. Humphrey stated that projected expenditures and revenues would be discussed as well as trends in spending and the role of needs assessments as work begins on the Tentative Budget in May.

CONSENT AGENDA

5.D. Approval of the Consent Agenda items, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

5.D.1. Per diem and expenses for members present on January 19, 2015

5.D.2. Contracts:

5.D.2.a. Painting agreement with Andrea Cyrus for Fallsburg Elementary: \$200

5.D.2.b. Annual American Fidelity Section 125 Plan

5.D.2.c. 2016-2017 Nonresident Pupil Contract from Morgan County

5.D.2.d. LEES contract for Wulfe Brothers; January 22, 2016: \$775

5.D.3. Requests:

5.D.3.a. Fundraisers:

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

5.D.3.b. Use of Facilities

5.D.3.b.1. Blaine gym for community basketball program; Derrick Hicks

5.D.3.b.2. Use of Lawrence County gyms/facilities for Lawrence County Cal Ripkin Baseball; Brad Deerfield (added to agenda)

5.D.3.c. Out of state school trip: FES Annual 8th Grade Trip to Williamsburg, Virginia; dates to be determined (added to agenda)

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

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

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

5.D.4.c. Monthly Energy Report

5.D.4.d. FY-2016 KETS 2nd Offer of Assistance: \$17,516

5.E. QUARTERLY DASHBOARD REPORTING (no action)

5.E.1. Data Map to a Distinguished District Quarterly Report

Superintendent Fletcher and Chief Academic Officer Cassandra Webb

Dr. Fletcher reviewed the quarterly reporting process and the importance of collecting and analyzing student data, thanking Ms. Webb noting that she is another example of a central office member who is working hard all the time. Ms. Webb stated that she was really excited about this dashboard, "I hope it shows you all the hard work going on in our classrooms." She reviewed the summary of district data and pointed out major findings, two huge pluses and one delta.

"One plus is increases across the board in both reading and math and...headed toward the goal set by Dr. Fletcher and you as a board of being Proficient in all schools and headed toward a Distinguished District." Math data showed a tremendous jump showing how hard teachers have worked to implement the new textbooks. The delta "which is not a plummet, just a drop" was in the category of *At or Above Grade Level* in reading primarily in grades K-5. The second plus was an increase in grades 5-11 on *On-Track for 24 ACT or Better*, "a high goal and glad to see an increase". Dr. Fletcher added that gains have been seen across the district in *Read 180* also and that we have model classrooms across the district for *Read 180* with Blaine showing impressive improvement data.

5.E.2. Schools Quarterly Report

Louisa West Elementary (K-1): Debbie Delong, Principal; Louisa East Elementary (2-5): Mary Hall, Principal; Louisa Middle School (6-8): Tommy Castle, Principal; Blaine Elementary School (K-8): Shawn Jennings, Principal; Fallsburg Elementary School (K-8): Stuart Cook, Principal; Lawrence County High School (9-12): Christy Moore, Principal

Each principal shared key data findings and discussed strategies used to make progress and areas of focus for improvements. Several of the data points shared had already either met the yearly goals or were close to meeting them with this reporting being only mid-year. At the conclusion of the presentations on behalf of the Board, Chairman Preston stated, "The Board appreciates all your hard work. We're so glad to see the numbers going in the right direction. It was different several years ago."

5.F. Approval of the *LCHS Failure Prevention Plan* passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0. *(The plan will provide after-school tutoring for failing students for five weeks by the teachers teaching the classes and approves up to \$2,500 from the General Fund, if needed, above ESS funds.)*

5.G. Approval to seek bids for fiber at Blaine and Fallsburg and to seek bids for new wireless district-wide passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0. *(financed through leftover construction project funds)*

5.H. Approval of the *Lawrence County Schools 504 Procedures Updated January 2016* passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0 by a vote of 5 to 0. *(KSBA recommended update)*

5.I. Approval to enter **Executive Session** to discuss proposed or pending litigation against or on behalf of the public agency pursuant KRS 61.810(1)(c) passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

5.J. Approval of 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.K. New Business

5.K.1. Approval of permission to apply for Project Lead The Way (PLTW) Grants: *PLTW Verizon Computer Science Grant*; *2016 PLTW Biomedical RFA*; *2016 PLTW Engineering RFA*; and *Energy Technology RFA* passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0. **(added to agenda)**

6. PERSONNEL

6.A. Approval of creation regarding positions for 2015-2016, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

The following positions are created:

- (1) School Improvement Grant (SIG) Math Intervention Teacher (certified salary schedule)
- (1) LBD Teacher at Lawrence County High School (certified salary schedule; if needed)
- (1) Middle Grades Alternative Education Teacher (certified salary schedule; optional \$5000 extra duty service pay *(for administrative duties)*; if needed)
- (1) Middle Grades Alternative Education Instructional Assistant (classified salary schedule; if needed)

6.B. *Superintendent Professional Growth and Evaluation System (SPGES)* Mid-year Review, as requested by Dr. Fletcher, including review of ePortfolio artifacts (no action)

Dr. Fletcher shared and discussed excerpts of the new artifacts he has added to his professional portfolio so far this school year, two for each standard, making a total of forty-nine items for the board to review. He provided the correlation to the *SPGES* standard and the context for each item referencing both previous communications with the board and actions that the board had taken related to the artifacts in addition to praising the support and roles other central office staff had in the artifacts. "I represent a lot of experts...I am blessed to be a leader of leaders." Providing the summative evaluation form the board will use at the end of the year, Dr. Fletcher asked they return the form at the upcoming special draft budget meeting with mid-year feedback and comments.

6.C. Superintendent's Personnel Action/Update

Hiring

Brittany Bradley	- Data Entry Assistant/Clerk at Central Office
Loretta Workman	- Cook/Baker (7hrs) at Louisa East Elementary School
Jessica Vance	- Cook/Baker (7hrs) at Louisa East Elementary School
Elaine Adkins	- Cook/Baker (7hrs) at Lawrence County High School
Emily Davis	- Full-Time Bus Monitor

Substitute Teachers

Amanda Boggs
Megan Preston
James Ward
Jessalyn West

Substitute Bus Driver

Tommy Ratliff
Larry Whitt

Change of Position

Angel Chaffin	- From Cook/Baker (4.5 hrs) at Blaine Elementary School to Food Service Manager at Fallsburg Elementary School
Lynnette VanHoose	- From Cook/Baker (7hrs) at Lawrence County High School to Cook/Baker (7hrs) at Louisa Middle School
Rennesa Pigmon	- From Cook/Baker (4.5 hrs) at Louisa Middle School to Cook/Baker (7hrs) at Louisa Middle School
Misty Meade	- From Cook/Baker (4.5 hrs) at Lawrence County High School to Cook/Baker (7hrs) at Lawrence County High School

Suspension Without Pay

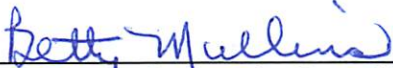
Manis Shepherd	- Teacher at Fallsburg Elementary School
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7. ADJOURNMENT

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



Chairman – D. Heath Preston



Secretary to the Board – Betty Mullins