

# Lawrence County Board of Education Special Meeting in Lieu of the April Regular Meeting

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

Tuesday, April 19, 2016; 6:00 p.m.  
Blaine Elementary School  
Blaine, Kentucky

Attendance Taken at 5:58 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. Mia Brown, Credits Count Project Director; Dr. Janie Kitchen, ACTC Dean of Academic Affairs; Mr. Fred Eastridge, PE, PLS, ECSI; Ms. Edris Humphrey, Director of Federal Programs and Finance; Mr. Vernon Hall, Director of Pupil Personnel/ Personnel; Lawrence County High School Principal: Ms. Christy Moore; Blaine Elementary Principal: Shawn Jennings; Louisa Elementary Principal: Mary Hall; Louisa Middle School Assistant Principal: Ms. Kimberly Fitch; Fallsburg Elementary Principal: Mr. Stuart Cook; Mr. James Ellis, Director of Adult & Community Education; 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*, and then Chairman Preston led *The Pledge to the United States Flag*.

### 2. APPROVE AGENDA

Approval of agenda passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

### 3. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS

*Special Recognition: Dr. Fletcher acknowledged the passing of Jimmy Ferrell, retired Lawrence County bus driver, and retired instructional assistant, Joyce Varney. After sharing their obituaries, Dr. Fletcher asked for a moment of silence to honor their lives and service to Lawrence County students.*

#### 3.A. Blaine Elementary Presentations

##### 3.A.1. Conservation Art/Essay Winners

Blaine had 100% participation by students in the Jim Claypool Art and Conservation Writing Contest and the county writing champion, Kaydee Thompson, the county writing runner-up, Bayli Barker, and writing grade level winner, Ashley Routt. Ms. Sharon Fields was named the 2015 Outstanding Teacher of the conservation writing contest. Grade level winners for the art contest include Megan VanMeter, Kacee Thompson, and Nathaniel

Russell. Winners of the coloring contest sponsored by the Lawrence County Conservation District were Abby Pridemore, Kara Spillman, and Katelyn Lewis. Certificates were presented by Dr. Fletcher.

### **3.A.2. Student Learning Plans & Novice Reduction**

Principal Shawn Jennings introduced the teachers of the Intermediate Grade PLC to discuss the work they are doing as team to reduce novice student performance. Mr. Jennings stated that he was very proud of his Professional Learning Committee teams across the school for embracing the process of developing and implementing individualized student learning plans. Jenna Compton, fifth grade teacher, explained that K-PREP and MAP data guides the PLC's work with students who continuously perform at the novice level. "Our goal is to move these kids to proficiency." Ariel Murray, special education teacher, explained that the student learning plans are individualized and student-centered. Lee Jewell, 4<sup>th</sup> grade teacher, discussed daily conferencing with students and that students keep a data notebook and monitor their progress toward individual goals. Angie Wright, 3<sup>rd</sup> grade teacher, discussed the parent communication that occurs and also the coaching and feedback, noting that their PLC had completed a book study on coaching and feedback.

Jenna Compton reviewed a sample student learning plan showing the student's assessment data, lists of specific needs, and the progress monitoring that had taken place. Cody Spears, 3<sup>rd</sup> grade teacher, shared his classroom data showing the improvement of students over the school year. 42% of his students were novice at the beginning of the year; now only 23% novice and 59% are projected to be proficient or distinguished on the end of year K-PREP.

Thanking the teachers for their presentation, Dr. Fletcher stated, "Impressive work. This is a beautiful thing. Mr. Jennings, great job with your staff and the hard work going on here."

## **4. COMMUNICATION**

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

#### **4.A.1. Commissioner Pruitt's Town Hall at KEDC**

Dr. Fletcher and several board members attended the Town Hall last evening and heard much discussion of the educational issues of our region. Student groups were among those who addressed the Commissioner, and input was given on curriculum priorities and accountability design.

#### **4.A.2. Legislative/education budget update**

Dr. Fletcher provided an article from KASA with an update on recent legislative action noting that there are no cuts at this point to K-12 funding, but there are other cuts.

#### **4.A.3. KASA process improvement projects**

Four projects have been chosen as a focus of the improvement process: transportation, energy efficiency at Louisa West Elementary, strategic planning, and on-boarding.

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

Dr. Fletcher thanked Sharon Parsons and the guidance counselors for a successful Operation Preparation for 200 students. He also expressed appreciation for the community's support and flexibility in the re-scheduling of the event.

#### **4.A.5. LMS principal selection process update**

Currently parents are filling out surveys giving input into desired criteria of the principal. The committee has selected eight criteria and is open to include others. The “soft” timeline of the SBDM Council is to have the hiring process completed by May 12

#### **4.A.6. Reading/ELA textbook selection process**

“Dr. Webb and the DRT have done a phenomenal job of putting together an in-depth process for ELA textbook selection along with Mr. Hall.” The board approved \$232,000 last year for math textbooks and that amount will be budgeted this year for English Language Arts textbooks.

#### **4.A.7. End of year school calendar and NTI approval of days**

The board was provided a calendar summary of the end of the school year and also data on participation of students in the Non-Traditional Instruction Days. Dr. Fletcher discussed the process for conducting and documenting NTI days. “These are difficult days.” It starts with the teacher planning the work, then students complete the work, teachers follow up with students, principals bring documentation to Mr. Hall who then completes the process by sending it to KDE for approval. He thanked Dr. Webb, Tommy Burns and Mr. Hall for the work on the NTI application and Mike Muncy and Danny Delong for keeping the technology going on NTI days.

#### **4.B. Football/Track Field Drainage Project: Mr. Fred Eastridge, PE, PLS, ECSI**

Mr. Eastridge reviewed items that have been completed by Floyd Excavation, noting that this is the first pay application for the \$68,121 project. The plan is for head walls to be installed next week followed by grass seeding.

**4.B.1.** Approval of Floyd Excavation’s Contractor’s Pay Request for high school football/track field drainage project \$61,479.20 passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 5 to 0.

#### **4.C. AEP Foundation Credits Count<sup>SM</sup> Report: Dr. Janie Kitchen, Dean of Academic Affairs with ACTC, and Ms. Mia Brown, Credits Count<sup>SM</sup> Project Director**

Dr. Fletcher stated, “We are very pleased with the professional work of Ms. Mia Brown, the Project Director for Credits Count, and for the foundation laid by ACTC for the work.” Ms. Brown stated she was both humbled and honored to be the Project Director for such an amazing opportunity for Lawrence County students. Referring to AEP and ACTC, Ms. Brown stated, “We are about improving the lives of students. Our relationship is amazing – two entities who are All In for Stem.”

The Credits Count program includes exploration of STEM areas at the 6,7, and 8<sup>th</sup> grades at Blaine, Fallsburg, and Louisa Middle; and for the high school level, the focus is on college and career readiness and dual credit opportunities. There is also a focus on narrowing the achievement gap of students particularly in math. Ms. Brown also discussed Learning Blade, a technology-based program that will expose students to careers through missions based on their interests. She also praised Blaine Elementary School and their students and community for participation in a STEM event, “Don’t Put All of Your Eggs into One Basket”.

As 9<sup>th</sup> graders, students will be given opportunity to enroll into an All In for STEM Club that continues through their senior year. Ms. Brown also reviewed the different career pathways that will be available to them and dual credit opportunities including twelve college credit courses for free.

Dr. Kitchen of ACTC, stated that her role is mainly providing resources from the grant for the students and the faculty of Lawrence County. Five interactive projectors with computers have been purchased, one at each middle school and two at the high school, and a purchase of 120 Chrome Books is being made for all middle grade science students.

#### **4.D. Public Comment**

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

**5.A.** Approval of **Minutes** of the March 21, 2016 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 pointed out and explained large expenditure items which included charges for a conference to his credit card for hotel lodging and fuel, food service items, Mac-Book Pros out of the SIG grant, Read 180, and Chrome Books.)*

#### **5.C. Monthly Financial Report: Edris Humphrey, Finance Director**

Approval of the Monthly Financial Report 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. Humphrey stated that the beginning balance for March was **\$3,617,864**, Total revenue for the month was **\$2,529,128**. Our expenditures for the month totaled **\$1,763,286**. Our Fund 1 cash balance for March was **\$4,225,050**, and our ending balance for the month of March was **\$4,474,662**.

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

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

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

Ms. Humphrey noted good news regarding the education budget. SEEK and Flexible Focus Funds will remain the same.

#### **5.D. Consent Agenda**

Approval of all **Consent Agenda** items 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 present**

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

- 5.D.2.a. Louisa East Elementary: Agreement with School Photo/Sheffield Photography for 2016-2017; 50% of total sales
- 5.D.2.b. McCoy & McCoy Laboratories, Inc. Analytical Services Quotation/ Agreement; 04-01-16 through 06-30-17
- 5.D.2.c. Annual e-Stub Subscription effective April 15, 2016 to April 14, 2017: \$2,500.00
- 5.D.2.d. Lawrence County High School with C4 Events LLC for Project Prom event and activities on May 7, 2016; Anne Preece, FYRSC: \$2,400
- 5.D.2.e. Memorandum of Understanding for services to Lawrence County Schools by Pathways, Inc.; July 1, 2016 to June 30, 2017

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

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

- 5.D.3.a.1. Lawrence County High School
- 5.D.3.a.2. Louisa East Elementary School

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

- 5.D.3.b.1. Out of state trip: Rhonda Colvin to Building Bridges Huntington Area Early Childhood Conference; April 28th & 29th; Huntington, WV
- 5.D.3.b.2. Assistance with transportation costs for LCHS College and Career Readiness Trip to Cincinnati, Ohio on April 20th; Joe Cecil; est. cost: \$648

**5.D.4. For Review/FYI**

- 5.D.4.a. School Activity Fund Reports: March 2016
- 5.D.4.b. SBDM/Advisory Council Minutes (LWES)
- 5.D.4.c. Monthly Energy Reports-Utility Direct-April 6th
- 5.D.4.d. KETS Third Offer of Assistance: \$15,327

**5.E.** Approval to select and approve a contract for auditor services for ~~2016-17~~ **2015-16** with Darrell Blair, CPA, Wells & Company, PSC, passed with a motion by Mr. James See and a second by Ms. Maddlene Roberts by a vote of 5 to 0. (*same fee at last year: \$2,400*) *typo corrected*<sub>BLM</sub>

**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. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0. (*same fee at last year: \$1,625 monthly*)

**5.G.** Approval of *Lawrence County Schools 2016-2017 Payroll Calendar* passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**5.H. New Business**

**6. PERSONNEL**

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

The following position is created:

- Finance Officer (*meeting all requirements set forth in 702 KAR 3:320*):
  - As classified position: 8 hrs/day for 258 days per year; salary range \$45,000 to \$60,000 to be based on credentials established within Lawrence County Schools Pay Scales and Salary Schedules.

- As certified position: 235 days per year including 50 extended days; salary based on rank, experience, and extra duty service pay within Lawrence County Schools Pay Scales and Salary Schedules.

**6.B.** Approval to acknowledge receipt of **Superintendent's Personnel Action/Update** passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

**Hiring**

**Karen Peck** - Instructional Assistant at Louisa West Elementary School (1-Year)

**Suspension Without Pay**

**Manis Shepherd** - Unpaid suspension reduced from five (5) days to three (3) days with the employee to receive six (6) hours of professional development / training.

**Resignation**

**Anita Combs** - Instructional Assistant at Blaine Elementary School

**7. ADJOURNMENT**

Approval to adjourn passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs 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**