

**Lawrence County Board of Education
Regular Meeting**

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

**June 15, 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
Mr. John Goble

Present: Dr. Robbie Fletcher, Superintendent; Ms. Edris Humphrey, Director of Federal Programs/Finance; Mr. Terry Salyer, Energy Manager; Mr. Vernon Hall, Director of Pupil Personnel/Personnel; Fallsburg Elementary Principal: Ms. Angela Holmes; Lawrence County High School Principal: Ms. Christy Moore; Louisa East Elementary Principal: Ms. Mary Hall; Louisa Middle School Assistant Principal: Ms. Kimberly Fitch; Louisa West Elementary Principal: Ms. Debbie Delong; Ms. Debbie Hanshaw Cordle, Roberts Insurance; Mr. James Ellis, Adult & Community Education Director; Mr. Mike Schmitt, Board Attorney; Ms. Betty Mullins, Board Secretary

AMENDED OFFICIAL MINUTES

June 15, 2015 Regular Meeting

*Approved July 20, 2015
2015-2016 Board Order # 5.A*

(Amended to include details under Superintendent's Update and Monthly Finance Report. No change in actions.)

101. 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*. Mr. Preston led *The Pledge to the United States Flag*.

102. APPROVE AGENDA

Approval to amend the agenda to include **104.A.8. SIG Update** passed with a motion by Ms. Garnett Skaggs and a second by Mr. John Goble by a vote of 5 to 0.

103. STUDENT/STAFF PRESENTATIONS/RECOGNITIONS (none)

104. COMMUNICATION

104.A. Superintendent's Update

104.A.1. Community partners donate for soccer scoreboard: Coca Cola Bottling Company, Three Rivers Medical Center, Wheeler & Clevenger Oil Company and Lycom Communications

Dr. Fletcher recognized and thanked community partners: Coca Cola Bottling Company, Three Rivers Medical Center, Wheeler & Clevenger Oil Company and Lycom Communications. “Their donations have made it possible to place a brand new scoreboard on our soccer field. We are very grateful for their support.”

104.A.2. TELL Survey

TELL (Teaching, Empowering, Leading and Learning) Survey Data has been released. Dr. Fletcher will be discussing the results with the board later this week during the superintendent evaluation.

104.A.3. Sullivan University

Dr. Fletcher announced that positive feedback has been received from Sullivan University officials on setting up a satellite center in the old courthouse annex. After seeking a similar agreement with regional universities that failed, Dr. Fletcher is optimistic about a partnership between Sullivan and local government entities. Sullivan’s president toured facilities and met with local partners at the end of May, and their nursing division will conduct a visit soon. Tentative plans are that post-secondary opportunities, especially in the area of nursing, will be made available to the community and our high school graduates.

104.A.4. Standards-Based Grading in Math

An instructional change for next year will be standards-based grading in math for all students, K through 12. Dr. Fletcher recently led middle grade math teachers in a professional development on standards-based grading; and common understandings were developed including setting grading as 75% standards mastery and 25% homework.

104.A.5. LCHS CCR

Based on calculations today, the high school’s College and Career Readiness index is 81.1, an 8-point gain over last year. Principal Moore stated that additionally they await results of nineteen students in the nursing career track (CNA). Successful completion of their program will produce either bonus points or status as first time completers resulting in potentially a CCR index of 90 or higher. Dr. Fletcher noted that this would be “well above the state average. With the data we have so far, the high school is on track to come out of PLA status.”

104.A.6. EOY School Celebrations

In addition to attending many end-of-year events at schools across the district, Dr. Fletcher added to the celebration of high school graduation in a unique way. One each hour of graduation day, he published a special message or question about the successes of the exiting senior class. These include: the academic team was back-to-back district champions; girls’ soccer won the region for the 3rd time in a row and the district for the 4th time in a row; girls’ tennis won the region for the 5th time in a row and the district for the 4th time in a row; boys’ tennis won the region and district for the 7th time in a row; baseball won the region as well as the district; Bass Club participants have qualified for national tournament competition two years in a row; boys’ basketball was regional runner-up and girls’ basketball was district runner-up. In addition, the CCR index will be one of the highest in the state. Dr. Fletcher stated he was proud of the Lawrence County staff and applaud them for building these winning programs.

104.A.7. Payroll Calendar

Dr. Fletcher expressed concern over the financial hardship caused by the 2015-16 Payroll Calendar. Staff receive twenty-six checks per year; but the way the checks rotate, the paydays keep moving

earlier and earlier each year. In checking with surrounding districts, they have experienced similar situations. The first payroll for the upcoming school year for all 10-month employees (teachers, bus drivers, cooks, etc.) falls on August 14. To help ease the hardship of this later than usual payroll, Dr. Fletcher asked for an item to be placed for action later in the agenda to move the August 14 payroll up one week to August 7. He noted, however, that the second payroll will not be until three weeks later to get the payrolls back on the 15-16 schedule.

In later discussion of this situation, Chairman Preston asked that representatives of teachers, staff, and central office personnel meet for discussions on the payroll calendar issue and come up with a plan to present to the board in the fall to eliminate this happening again in the future.

104.A.8. SIG Update (added to agenda)

Dr. Fletcher stated that though it looks promising that the high school will come out of PLA status once all scores are released in the fall, the high school is still allowed to apply for funds to help sustain students' increased achievement. An official due date for the grant application has not been released, but they have been guaranteed the opportunity to apply for the additional funding because it is being divided among the current PLA schools. Dr. Fletcher shared the steps taken to seek input on the School Improvement Grant (SIG) strategies from all stakeholders, including meetings with high school staff, email communications and public meetings.

“To make you (board), the high school and the community aware of these efforts: I met with the high school faculty first then the high school’s Advisory Council to talk about priority needs. I also met with Rotary to seek input and inform the community about the SIG opportunity. Ms. Webb, Ms. Humphrey and Ms. Colvin met with the CDIP committee to get their ideas on what we need to do to move to the next level of academic achievement. In addition, several sections of the grant have been divided among central office staff and the high school to take the lead in writing the grant.”

One of the things the high school staff identified as a needed strategy is a Freshman Academy that would necessitate another position be added in order to schedule and operate it successfully. High school staff also requested content-specific professional development, and they are in the process of identifying specific professional development opportunities. Once the due date for the grant is released, there will be 6-10 days to complete and submit the grant application.

104.B. Public Comment

105. STUDENT LEARNING AND SUPPORT SERVICES

105.A. Approval of the **Minutes** of the May 18, 2015 Regular Meeting passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 5 to 0.

105.B. Approval of the **Monthly Financial Report** by Edris Humphrey, Finance Director, passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

105.B.1. Bank Reconciliation Report

Ms. Humphrey reported that the beginning balance for May was \$3,419,478. The total revenue for the month was \$3,279,574, and the expenditures for the month totaled \$2,675,161 with the ending balance of all funds for May being \$3,623,636. Ms. Humphrey pointed out that Fund 1 (General Fund) cash balance for the month of May was \$3,097,316. The Balance Sheets reflect the balance for each fund as of May 30.

105.B.2. MUNIS Balance Sheet and Monthly Financial Report

The Monthly Report and Balance Sheets for all funds were included in board packets.

105.B.3. Finance Update

No inquires were made by the board.

105.C. Approval of the **Claims and Orders of the Treasurer** passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 5 to 0. (*Dr. Fletcher pointed out KASS expenditure on his credit card and other items including a \$41,000 computer purchase of which the district will be reimbursed as part of the DataSeam Project and repairs to Louisa Middle's intercom system.*)

105.D. Approval of **Consent Agenda** items, as presented, passed with a motion by Mr. James See and a second by Mr. John Goble by a vote of 5 to 0.

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

105.D.2. Contracts:

105.D.2.a. D-C Elevator Company, Inc.: Annual Price Adjustment for Lawrence County High School 01A-00358 (\$1.37 increase); for Fallsburg Elementary School 01A-00681 (\$1.37 increase); Louisa Middle School 01A-00680 (\$2.74 increase)

105.D.2.b. Memorandum of Agreement (MOA) between Lawrence County Schools and Commonwealth of Kentucky Cabinet for Health and Family Services Commission for Children with Special Health Care Needs (CCSHCN) from July 1, 2015 to June 30, 2016

105.D.2.c. Memorandum of Agreement (MOA) between Lawrence County Schools and Commonwealth of Kentucky for Hybrid Teacher Leader from July 1, 2015 to June 30, 2016 (100% Federal Funds: \$64,350)

105.D.2.d. 2015-2016 Nonresident Pupil Contract with Johnson County School District

105.D.2.e. Renewal of 2015-16 Fresh Fruit and Vegetable Program Grants for eligible schools: Blaine Elementary, Fallsburg Elementary and Louisa East Elementary School (on-line application process completed)

105.D.3. Requests:

105.D.3.a. Fundraisers:

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

105.D.3.b. Trip Requests:

105.D.3.b.1. Permission for Lawrence County FFA to ride with West and East Carter to Leadership Training Center in Hardinsburg, KY. FFA overnight camp is June 21-26; students' parents will drop them off and pick up at East Carter High School. (Melissa Branham)

105.D.3.b.2. Permission for Lady Bulldog Basketball Team for overnight travel to basketball camp at Georgetown, Kentucky, June 22 - 24, 2015; Melinda Feltner, Head Girls Basketball Coach

105.D.3.c. Use of Facilities:

105.D.3.c.1. LC Softball Field for Lawrence County Softball for 10-, 14-, and 16-Year-Olds; 2-days a week for June, July and August; 4:00-6:00 p.m.; LC students only; Kenny Horn (insurance provided)

105.D.3.c.2. Large room at LCHS or LMS for training for Lawrence County Emergency Management, Louisa, Kentucky; July 18, 2015; Michael Woods, Emergency Management

105.D.4. For Review:

105.D.4.a. School Activity Fund Reports: May (eMeeting)

105.D.4.b. SBDM/Advisory Council Minutes (FES)

105.D.4.c. Utility Comparison Report

105.E. Annual Honeywell Energy Cost Avoidance Report for March 2014 - February 2015

Presentation: Terry Salyer, Energy Manager

105.F. Approval of the 2015-2016 Preschool Tuition Proposal (\$25 increase per month for a total of \$200 per month) passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

105.G. Approval of payment of textbook costs for Craft Academy students passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

105.H. Approval of Indirect Costs Rate for FY 2015-16 passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

105.I. Approval of Vernon Hall as Lawrence County School District designee to apply for disaster assistance/funds passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.J. Approval of 2015-2016 Student Insurance provided by Liberty Mutual with a \$1,000 limit on physical therapy for a premium of \$36,401.80 passed with a motion by Ms. Barbara Robinson and a second by Mr. James See by a vote of 5 to 0.

105.K. Approval of *Amended 2014-2015 School Calendar* passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

105.L. Approval of the *2015-2016 KDE-Approved School Calendar* passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.M. Approval of the **Second Reading** of district-initiated revisions to *Policy 09.423 Use of Alcohol, Drugs and Other Prohibited Substances* and *Policy 09.123 Policy Absences and Excuses* passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.N. Approval of the **First Reading** of Annual KSBA Policy Updates: *01.45 Board Meeting Agenda; 03.111 Medical Examination-Certified Personnel; 03.12322 Family and Medical Leave Certified Personnel; 03.13214 Use of Personal Cell Phones/Telecommunication Devices-Certified Personnel (NEW); 03.162 Harassment/Discrimination Certified Personnel; 03.18 Evaluation Certified Personnel; 03.211 Medical Examination Classified Personnel; 03.22322 Family and Medical Leave Classified Personnel; 03.23214 Use of Personal Cell Phones/Telecommunication Devices- Classified Personnel (NEW); 03.262 Harassment/Discrimination Classified Personnel; 04.32 Procurement; 05.4 Safety - SCHOOL FACILITIES; 05.42 Severe Weather/Tornado Drills; 06.2 Safety -TRANSPORTATION; 06.342 Hazards in and on Bus; 07.1 Food/School Nutrition Services; 07.111 Competitive Foods; 07.13 School Nutrition Procurement; 07.16 Food Service/School Nutrition Employees; 08.133 Extended School/Supplemental Educational Services; 08.2323 Access to Electronic Media; 08.3 School Calendar; 08.31 Student Attendance Day; 09.11 School Attendance Areas; 09.111 Transfers and Withdrawals; 09.121 Entrance Age; 09.122 Attendance Requirements; 09.2 Student Welfare and Wellness; 09.211 Health Care Examination; 09.22 Student Health and Safety; 09.224 Emergency Medical Treatment; 09.227 Child Abuse; 09.34 Student Publications; 09.4261 Telecommunication Devices; 09.42811*

Harassment/Discrimination -STUDENTS; 09.4361 Police Officers in the School; 10.5 Visitors to the Schools; 03.13211 Use of Telecommunication Devices Certified Personnel; 03.23211 Use of Telecommunication Devices-Classified Personnel passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.

105.O. Approval of **Review** of annual KSBA Procedure Updates: *02.14 AP.2 Evaluation of the Superintendent; 03.111 AP.2 Medical Examination Form; 03.121 AP.22 Personnel Documents; 03.16 AP.2 Grievance Initiation Form; 03.162 AP.2 Harassment/Discrimination Reporting Form; 03.162 AP.21 Harassment/Discrimination Investigation and Appeals; 03.18 AP.12 Confidentiality of Records-Certified Personnel; 03.18 AP.22 Evaluation Committee/Evaluators and Observers-Certified Personnel; 03.211 AP.2 Medical Examination Form; 03.262 AP.2 Harassment/Discrimination Forms; 04.9 AP.1 Audits; 05.42 AP.1 Severe Weather Drills; 07.13 AP.1 Bidding of School Food Service Supplies; 08.133 AP.1 Extended School/Supplemental Educational Services; 08.232 AP.1 Instructional Resource Procedures; 09.11 AP.23 NCLB Transfer Notification Options; 09.111 AP.21 Home Schooling Notification; deletion of obsolete form 09.111 AP.22 Student Dropout Questionnaire; 09.121 AP.1 Entrance Age; 09.15 AP.1 Student Fees; 09.15 AP.21 Application for Waiver of Fees; 09.211 AP.2 Preventive Student Health Care Examination Forms; 09.224 AP.1 Emergency Medical Care Procedures; 09.4281 AP.1 Grievance Procedures- STUDENTS; 09.4281 AP.2 Grievance Initiation Form (Students); 09.42811 AP.2 Harassment/Discrimination Reporting Form -STUDENTS; 09.42811 AP.21 Harassment/Discrimination Investigation and Appeals- (Students)* passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.P. Discussion of broadcasting LCHS sports on radio stations (No Action)

105.Q. Approval to enter **Executive Session** for the purpose of discussion of legal issues (proposed and/or pending litigation) pursuant to KRS 61.810(1)(c) passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.R. Approval of return to **Open Session** passed with a motion by Mr. James See and a second by Ms. Barbara Robinson by a vote of 5 to 0.

105.S. New Business (none)

106. PERSONNEL

106.A. Approval of *Amended 2015-2016 Payroll Calendar* to add an additional August 7 payroll date for 10-month employees only with August 14, 2015 payroll being only for 12-month employees and all other payroll dates continuing as scheduled passed with a motion by Mr. James See and a second by Ms. Garnett Skaggs by a vote of 5 to 0. (*See additional information at 104.A.7.*)

106.B. Approval of changes regarding positions, as presented, passed with a motion by Ms. Garnett Skaggs and a second by Ms. Barbara Robinson by a vote of 5 to 0.

The following extra duty service is abolished:

- (12) Teacher Leaders (LCILT)
- (5) Gifted and Talented Facilitators

The following extra duty service is created:

- (1) High School Department Head – English
- (1) High School Department Head – Math

The following position is created:

- (1) Teacher (English) at Lawrence County High School

The following position is changed:

- (1) From Adult Education Academic Assistant to (1) Part-Time Adult Education Instructor I

106.C. Approval of update to *Lawrence County Schools 2015-2016 Salary Schedule* (page 16, added English and Math high school department heads) passed with a motion by Ms. Garnett Skaggs and a second by Mr. James See by a vote of 5 to 0.

HIGH SCHOOL DEPARTMENT HEADS	EXTENDED DAYS	CONTRACT DAYS	EXTRA DUTY SERVICE PAY
ENGLISH (1)	0	185	\$500
MATH (1)	0	185	\$500
SOCIAL STUDIES (1)	0	185	\$500
VOCATIONAL (1)	0	185	\$500
SCIENCE (1)	0	185	\$500
ARTS & HUMANITIES (1)	0	185	\$500
SPECIAL NEEDS (1)	0	185	\$500
PRACTICAL LIVING (1)	0	185	\$500

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

106.D.1. Schedule Capstone Presentation for Superintendent Evaluation

A special board meeting was scheduled for Friday, June 19, 2015, at 6:00 p.m.

106.E. Superintendent's Personnel Action/Update

Hiring

William Collins - Itinerant Custodian at Louisa West Elementary School and Fallsburg Elementary School

Recalled

Ariana Marcum - District School Health Nurse / District Special Needs Nurse
Sheri Campbell - Instructional Assistant at Louisa West Elementary School
Sherry Runyon - Instructional Assistant at Louisa West Elementary School
Sarah Rankin - Instructional Assistant at Louisa West Elementary School

Change of Position

Teresa Parsons - From School Secretary II at Louisa Middle School to School Secretary II at Louisa West Elementary School

Resignations

Palma Roberts - Teacher at Lawrence County High School (*effective 07/01/2015*)
Ethel Adams - Teacher at Blaine Elementary School (*effective 07/01/2015*)
Cora Jane Smiley - Teacher at Louisa East Elementary School (*effective 07/01/2015*)
Amanda Webb - Adult Education Instructor I

April Tucker - District School Health Nurse / District Special Needs Nurse (*effective 06/30/2015*)
Reta Wilson - District Food Service Manager (*effective 06/30/2015*)

107. ADJOURNMENT

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

Chairman – D. Heath Preston

Secretary to the Board – Betty Mullins