

## **Board of Education Regular Meeting**

January 23, 2014 5:00 PM

Carroll County High School Media Center

### **1. Call to Order / Roll Call**

#### **Attendance Taken at 5:00 PM:**

##### Present Board Members:

Ms. Carolyn Jones

Mrs. Mona Kindoll

Mrs. Drusilla Maiden

Mr. Rob Spenneberg

##### Absent Board Members:

Ms. Mary Ann Pearson

Dr. Lisa James, Superintendent; Bill Hogan, Assistant Superintendent/CAO; Jon Conrad, Treasurer; and Tracie Crawford, Board Secretary were also present.

### **2. Superintendent's Report**

- ✓ I have been meeting monthly with the transportation department to keep them updated and to address issues that are identified.
- ✓ Next Generation Leadership meeting has been changed this year with time frames for each school for about two hours to really hone in and specifically focus on Next Generation Leadership.
- ✓ The Kentucky Leadership Academy is the meetings that the principals, Mr. Hogan, and myself have been attending to address the Professional Growth Evaluation Process for principals and teachers. Mr. Hogan will highlight the 30-60-90 day plan.
- ✓ I will discuss the Youth Connect Grant
- ✓ Mrs. Oak, Mr. Curell, Mr. Smith, and myself have been working on the transition plan for the Carroll County Middle School and the transition piece for the middle school and how we will rotate different plans for the programs.
- ✓ Debbie Powers is the director for school improvement for the state of Kentucky. She oversees the turnaround for schools and school districts. Her main area is Jefferson County, however she oversees the OVEC Region. Debbie Powers and her team has been meeting with us on teacher effectiveness and how we can improve in Carroll County Schools. We have been trained on the ELEOT Walk-through document that aligns with the new teacher standards on how to be effective in the schools. Her team will be coming to evaluate our schools, we have moved the team meeting because of snow however we will be rescheduling that meeting in the next few weeks.
- ✓ We had the pre-bid meeting today at the Carroll County Middle School. We had about 50 people there along with 8 to 10 construction company. The bid will be moved to February 6 because of moving the pre-bid. I would like to schedule a working meeting on February 11, 2014 to go over the bidding process and discuss possible alternates. We will not vote on the bids, just discussion and we will vote at the next regular scheduled meeting.

### 3. Approval of Agenda

**Order #60885 - Motion Passed:** Approved agenda items 1 - 14 as presented. Passed 4-0 with a motion by Ms. Carolyn Jones and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

**4. Treasurer's Report** Mr. Jon Conrad, Chief Financial Officer began by discussing the oversight activity fund review. The review has taken place, and it did go well. The auditor will come back in May for a shorter visit. Each review of the school ended with a meeting with the auditor, the book keeper, principal, and myself. Each review went well and gave feedback for them all to use and apply daily. It was positive review and will put us in good shape with the yearly auditor review. I wanted to update the board about those audits. Mr. Conrad reported that the December general fund beginning balance was \$9,850,033.00 with the total receipts at \$1,118,509.00, the total expenditures were \$1,079,665.00, and we had an ending balance of \$9,888,877.00. All reports are part of the official minutes.

**5. Public Recognition** None at this time

### 6. Approval of Consent Agenda

**Order #60886 - Motion Passed:** Approved consent agenda items 6A-6Q as presented. Passed 4-0 with a motion by Mrs. Drusilla Maiden and a second by Mr. Rob Spenneberg.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

**6.A. Approval of Minutes** Approved the January 9, 2014 Board Minutes as presented.

#### 6.B. Approval of Facilities Use

**6.B.1. Approval of the Facility Use Request 1** Approved the Facility Use Request submitted by Carroll County Relay for Life Team Robbins to use the CCMS Auditorium for the 4th Annual pageants. "Relay" merchandise will be sold with all profits going to the American Cancer Society. Admission will be \$3.00, children under 5 years old will be admitted for free. Team Robbins ask that all custodial and rental fees are waived for the event so that all proceeds from the event can go to the American Cancer Society as presented.

**6.C. Approval of Bills and Salaries Payable** Approved the Bills and Salaries payable as presented.

#### 6.D. Employee Notifications

KRS 160.390; KRS 160.38; KRS 160.370 The Superintendent is responsible for all personnel actions including hiring, assignments, transfer, dismissal, suspension, reinstatement, promotion, and for reporting these actions to the board of education (KRS 160.390 (1)). All appointments, promotions and transfers of principals, supervisors,

teachers, and other school employees shall be made only by the Superintendent of schools, who shall notify the Board of the action taken (KRS 160.380(2a).

Information presented for notification

New Employees to the District

None at this time

No Longer Employees of the District

None at this time

Transfers Within the District

None at this time

Leave of Absence

Cassie Hall; LOA/FMLA 01/06/2014-02/19/2014

Cindy Popp; Restricted Duty of 4 hours thru Jan. 2014

Emily Brown; LOA 11/26/13-01/24/2014 (Return 01/27/2014)

Carrie Smith; LOA/FMLA 12/05/2013-01/27/2014

Louauna Dryden; LOA/FMLA 11/25/2013-01/14/2014 (Return 01/15/2014)

Frances Knox; LOA/FMLA 11/25/2013-12/12/2013

Rita Damrell; LOA/FMLA 11/26/2013-01/24/2014 (Return 01/27/2014)

Employees No Longer Auxiliary

None at this time

**6.E. Approval of the School Facilities Construction Commission offer of assistance**

Approved the School Facilities Construction Commission (SFCC) offer of assistance to the Carroll County Board of Education in the amount of \$31,656.00 annual debt service as presented.

**6.F. Approval of the Facilitator MOA with OVEC (Ohio Valley Educational**

**Cooperative)** Approved the Facilitator Memorandum of Agreement between OVEC and Carroll County Schools for the Leadership Content Network with a reimbursement of \$4,649.00 as presented.

**6.G. Approval of the Adopt A Classroom grant** Approved the local JC Penney Store adopting a classroom at Kathryn Winn and donating a \$400.00 grant to help buy supplies and materials needed to create a more dynamic teaching environment for the students as presented.

**6.H. Approval to submit the 2014 Crumb Rubber Grant Application** Approved submission of the 2014 Crumb Rubber Grant Application for the school district for crumb rubber mulch to be applied to select areas of the baseball/softball complex as presented.

**6.I. Approval of Cartmell Dance Fundraiser** Approved the Cartmell Dance fundraiser for January 31, 2014, with the proceeds split between Cartmell for the Achieve 3000 and the CCMS Cheerleaders. with an Admission Fee of \$3.00, Picture with a Cheerleader \$1.00, and \$1.00 charged for popcorn, water, and candy bars as presented.

**6.J. Approval of the Donation for Kathryn Winn Primary** Approved the donation of \$20,000.00 to Kathryn Winn Primary from the Thaman Family Foundation of SEI Giving Fund to be used to purchase iPads for education as presented.

**6.K. Approval of the KU Donations for the Cartmell Lighthouse** Approved the donations made to the Cartmell Lighthouse program from Kentucky Utilities as presented.

**6.L. Approval of the Student Overnight Trip Request** Approved the Student Overnight Request for the Carroll County Middle School Cheerleaders to attend a cheer competition in Myrtle Beach South Carolina March 14-17 if the team can raise the money to attend as presented.

There will be two Cheer Coaches, Mrs. Kayla Webster and Ms. Amber Perkins along with three parent chaperones (as long as all parent chaperones have a background check on file, it is current, and has been approved.)

**6.M. Approval of the Headstart/Early Headstart USDA Report** Approved the USDA Report showing breakfast/lunch counts for reimbursements which are served to the Headstart/Early Headstart for the month of December 2013.

**6.N. Approval of the textHELP Quote for Special Education** Approved the textHELP Quote of \$2,247.00 for the Special Education Department to purchase Read & Write Gold School and Home Site License at \$1,497.00 and Software Maintenance for \$750.00 which will be in effect for 12 months telephone support, remote software maintenance, resource website, and free product upgrades

**6.O. Approval of the Family Resource and Youth Services Center School District Assurance Certification FY 15-16** Approved the Family Resources and Youth Service Center School District Assurance Certificates for FY 15-16 as presented.

**6.P. Approval of the Petroleum Re-bid** Approved the Petroleum Re-bid and award the bid to Southern Petroleum with a full retail of gasoline at \$3.042 and diesel at \$3.2970 as presented.

**6.Q. Approval of the CCMS Fundraiser** Approved the CCMS Fundraiser for the activity account Renaissance, selling roses, carnations, and bouquets as presented.

**7. Communications To and From the Board** None at this time.

**8. Champion For Kids** In lieu of presenting a Champion for Kids award, Dr. James recognized our board members. January is Board Appreciation Month. Dr. James recognized each of the board members in attendance and presented them each with a certificate that was designed by KSBA. There was also cookies and punch in celebration for our board members.

**9. Reports from Principals and Directors** Gerda Wise (Winn); Doug Oak (Cartmell); Dana Oak (CCMS); Tom Stephens (CCHS); Bill Hogan(Asst Supt./CAO); Pam Williams(Elem Instr Supv); Kathy Bieger (Special Ed); Larry Curell(DPP/COO); Lisa Gault (Food Service); and Carl Roberts (PR/Grant). Principals and directors were present to give additional input on what is going on in the buildings and district. Mr. Hogan updated the board about the evaluation process. We have to have a Certified Evaluation process in effect and approved by June for the upcoming year. Every teacher will have to do the student voice, professional growth plan and every teacher will have to do this, not just those in the pilot. We will be doing student voice at the end of March, in the beginning it was not going to be K-2, now KDE has changed this and K-2 will also be included. You will not have to approve what has been passed out, this is the rough draft that we will be starting with and there will continue to be changes. Mona Kindoll, asked about the student voice process. Mr. Hogan explained with the pilot teachers, how those students were chosen. The K-2 portion is still being discussed at the state level this

could change. Kathryn Winn won the attendance award this month and we have increased enrollment since the start of the school year.

## **10. Old Business**

**10.A. Discussion on College/Career Update** Mrs. Rachel Mefford updated the board on the College/Career Readiness, how her area for Race To The Top grant was filtering information out to parent/guardians and students. Mrs. Mefford explained how it was student centered, College/Career focus, personalized plans, and how the program is also community driven. There is a powerpoint included that highlights what Mrs. Mefford discussed and presented to the board and as always her door is always opened.

## **11. New Business**

### **11.A. Approval of Travel Reimbursement for Megan Morris**

**Order #60887 - Motion Passed:** Approved the travel reimbursement for Megan Morris for travel on October 1, 2013 and December 31, 2013 in the amount of \$46.92 as presented. Passed 4-0 with a motion by Ms. Carolyn Jones and a second by Mr. Rob Spenneberg.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

### **11.B. Discuss and Approval of the 2014-2015 School Calendar**

**Order #60888 - Motion Failed:** Discussed the 2014-2015 school calendar as presented. Failed 2-2 with a motion by Mr. Rob Spenneberg and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	No
Mrs. Mona Kindoll	No
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

The 2014-2015 school calendar was discussed however when action was taken Rob Spenneberg and Dru Maiden voted Yes, Mona Kindoll and Carolyn Jones voted No, Mary Ann Pearson was not present and the vote was tied at 2-2 ending in a Failed Motion. Mr. Curell will take the calendar back to the calendar committee to be discussed at a later date.

### **11.C. Discussion and Approval of the Amended 2013-2014 School Calendar**

Discussed the Amended 2013-2014 School Calendar to make March 3, 2014 a Make-Up Snow day instead of a Required Professional Development day. The board at this time has decided not to approve the amended calendar submitted as it will continue to change. The board has until June to submit an amended calendar to KDE.

### **11.D. Discussion and Approval of the Draft Budget FY2015**

**Order #60889 - Motion Passed:** Discussed and Approved the Draft Budget submitted for FY2015 as presented. Mr. Conrad presented the Draft Budget for FY2015 to the board, there were no questions at this time. Passed 4-0 with a motion by Ms. Carolyn Jones and a second by Mrs. Mona Kindoll.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

### **11.E. Discussion and Action of the Youth Career Connect Grant**

**Order #60890 - Motion Passed:** Discussed and Approved action on the Youth Career Connect (YCC) Grant support letters as presented. Dr. James explained to the board that at this time we are submitting the community letters which were sent for Carroll County to OVEC to include in the grant application for the Youth Career Connect Grant. The grant will cover Carroll, Gallatin, Henry, Owen, and Trimble Counties. Passed 4-0 with a motion by Mr. Rob Spenneberg and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

**12. Student Achievement** Mrs. Pam Williams presented Gap to Goal Targets 2014 to the board. She compared the RIT for the winter of 2013 and showed if we have met our benchmarks at this time. She highlighted the Math Gap to Goal strategies and the Gap to Goal strategies for Reading. There is a powerpoint included in the official minutes that covers the presentation.

### **13. Board Member Planning Calendar**

January

1. -Draft budget plan for next school year submitted by superintendent
    - Outline Major Priorities
    - Establish Budget Parameters
  2. Hold coordinated school health public forum for annual report of nutrition plan
  3. Receive status report on the data collection portion of the needs assessment process from the board's representative to the district improvement planning committee and appropriate staff Approve revisions to District Improvement Plan (DIP)
  4. Set working meeting to discuss Valedictorian/Salutatorian and Tobacco Free Campus
- FEBRUARY
1. Review second nine-weeks snapshot
  2. Review school activity fund reports
  3. Review High School Programs
  4. Review superintendent recommendations for preliminary allocation to school councils (typically due to councils by March 1)

## 14. Adjournment

**Order #60891 - Motion Passed:** Approved adjourning the January 23, 2014 board meeting at 6:47 p.m. Passed 4-0 with a motion by Mr. Rob Spenneberg and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Absent
Mr. Rob Spenneberg	Yes

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Chairperson

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Secretary