

Board of Education Regular Meeting

March 27, 2014 4:30 PM

Carroll County Middle School Media Center

1. Call to Order / Roll Call

Attendance Taken at 4:30 PM:

Present Board Members:

Ms. Carolyn Jones

Mrs. Mona Kindoll

Mrs. Drusilla Maiden

Ms. Mary Ann Pearson

Mr. Rob Spenneberg

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

2. Superintendent's Report

- Dr. James discussed the YCC Grant and explained that there was SEEK money still on the floor and there is a possibility that some of that SEEK money will be granted for the Regional Career Academy. We need the whole community to rally behind us and help us move forward with this project. We are still awaiting word on the grant as well.
- We did have a pre-construction meeting and was able to talk with Mr. Marrilla. There will be some fencing going up in the empty lot and there will possibly be some equipment moving in at the beginning of the temporary bus loop. The majority of the construction will start after school is out.
- Last Saturday, the leadership had a meeting with Lindamood Bell. Some of their leadership from California came and met with our leadership to discuss what is next. Mrs. Williams met with our schools today to discuss the next steps to make sure that our schools are on the right track and moving forward. This began with K-5, we moved it to 6th grade and will be implementing it throughout 8th grade next year.
- The Dr. Seuss event was one of the best Dr. Seuss events that we have had over the last few years. We had a wonderful turn out and everyone seem to be enjoying the fun. The CCHS Drama club also presented the Wizard of Oz recently and the play was terrific this year. Great Job to everyone who has worked on these events.
- Mr. Curell and I met with Sgt. Trimble, KSP and some of his staff along with Ed Webb. We will be working with them on creating a professional development on active shooter simulation. It is an area that the KSP has identified to work with schools in this area.
- We met with the expanded team for strategic planning. We will be meeting with Tina Tipton next Wednesday to make sure that we have everything in place and then we will bring the complete strategic plan to the board for approval.
- Mrs. Oak and I attended the 21st Century Environment for next generation learners. We wanted to attend that event with the new renovations occurring at the middle school, we would like to incorporate areas that are STEM based for the students.

- Carroll County School District was identified and awarded the Digital Survey Award. Carroll County ranked in the Top 10 and it will be presented in April at the National School Board Association meeting.
- Shorty Tomlinson sent the Northern Kentucky ADD district newsletter to Dr. James and within the newsletter the Carroll County High School Young Leaders were recognized.
- Dr. James also highlighted the Valedictorian/Salutatorian and Tobacco Free polices from other districts and draft policies for the board to begin looking at for future meeting.
- There is also an e-mail from Wayne Young discussing some of the provisions that the Senate/House have adopted and hopefully will be signed off on and if these are passed then when we revisit the calendar and look at these provisions as well.

3. Approval of Agenda

Order #60919 - Motion Passed: Approved agenda items 1 - 16 as presented. Passed 5-0 with a motion by Ms. Carolyn Jones and a second by Ms. Mary Ann Pearson.

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

4. Treasurer's Report Mr. Conrad discussed some financial matters prior to giving the Treasurer's report. Mr. Conrad began by saying how grateful we are for the funds that are provided to the district from North American Stainless. The district receives funds from North American Stainless through donations as well for the district that are very much appreciated. We received a letter in March from the Department of Revenue that indicates that in the calendar year of 2012 that North American Stainless overpaid their utilities to the school district by \$472,000.00 for that year. NAS and the Department of Revenue estimate the amount of utilities that they will use in the year. That year the utilities usage was consistent, however the natural gas cost dropped that year and therefore dropping the tax owed. Mr. Conrad did state that NAS has been committed to several initiatives outside of any taxes that they owe and we are very appreciative. The district budgets conservatively and we will owe them a refund but with additional SEEK money that was received for the school year it will balance the refund owed. Mr. Conrad reported that the February general fund beginning balance was \$9,544,818.00 with the total receipts at \$1,083,187.00, the total expenditures were \$4,178,907.00 , and we had an ending balance of \$6,449,098.00. All reports are part of the official minutes. We do have some activity funds in deficit at Cartmell and the Carroll County High School and I have spoken with those bookkeepers. Cartmell we have the Achieve3000 and at Carroll County High School we have the academic pep rally, yearbook, and boys basketball in deficit which is allowed by Redbook and will not be in deficit at the end of the school year.

5. Public Recognition None at this time

6. Approval of Consent Agenda

Order #60920 - Motion Passed: Approved consent agenda items 6A-6Y as presented. Passed 5-0 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	Yes
Mr. Rob Spenneberg	Yes

6.A. Approval of Minutes Approved the February 27, 2014 Board Minutes; March 4, 2014 Special Board Meeting; and March 11, 2014 Working Meeting Minutes as presented.

6.B. Approval of Facilities Use None at this time

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

Monica Galves Cases; Carrollton, KY; District ELL Asst.; 03/28/2014

No Longer Employees of the District

Jan Eldridge; 2nd Gr. Teacher; K Winn; 06/30/14 (Retiring)
Felicia Clause; Art Teacher; Cartmell; 06/30/14
Melissa Stephens; 7th Grade Math; CCMS; 06/30/14
Kevin Downs; Custodian; CCHS; 02/24/2014
Sandra Thompson; Custodian; CCMS; 06/30/2014 (Retiring)

Transfers Within the District

None at this time

Leave of Absence

Louauna Dryden; LOA: 02/26/2014-until unknown (docked days)
Cindy Popp; LOA: 01/27/2014-until further notice (docked days)
Susan Plander; LOA: 02/04/2014-will not return this school year
Frances Knox; LOA: 11/25/2013-12/12/2013 (sick days); 12/13/2013-12/16/2013 (personal day); 12/23/2013-04/28/2014 FMLA Medical

Employees No Longer Auxiliary

None at this time

6.E. Approval of the Budget Amendment Approved the budget amendment which has a net effect of \$0, increasing Revenue-in-Lieu of taxes and decreasing property tax to account for the different method in which Carroll County School District receives tax revenue from North American Stainless as presented.

6.F. Approval of the KySTE Grant Award Approved the Grant Award of \$14,180.31 from Kentucky Society for Technology in Education's KySTE Outreach Grant for the two rivers web builders program as presented.

6.G. Approval to Submit the SPECA Grant Approved submitting an application for the Secondary Education, Two-Year Postsecondary Education and Agriculture in the K-12 Classroom Challenge Grants Program (SPECA) as presented.

6.H. Approval of the Showtime Photobooth contract Approved the Showtime Photobooth service contract for the Carroll County High School Prom as presented.

6.I. Approval of the General Butler Agreement with Carroll County High School Prom Committee Approved the agreement between Carroll County High School Prom Committee and General Butler for Saturday April 19, 2014 at a cost of \$1,200.00 for rent as presented.

6.J. Approval of the agreement between Carroll County Middle School and School Digital Library Approved the agreement between Carroll County Middle School and School Digital Library to provide digital content, software applications, technology services and hosted websites for one year at a cost of \$1,000.00 as presented.

6.K. Approval of Staff Hour Changes for Early Headstart Employees for 2014-2015 Approved the requested changes in staff hours for Early Headstart Employees for 2014-2015 as presented.

6.L. Approval to increase the lunch price for Carroll County Middle and High School Approved increasing the lunch prices at the Carroll County Middle School and the Carroll County High School by five cents. The price increase would change the price from \$2.20 to \$2.25 for the 2014-2015 school year as presented.

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 February 2014 as presented.

6.N. Approval of the Kathryn Winn STLP 5K Registration Form Approved the Kathryn Winn Primary STLP 5K Registration form as presented.

6.O. Approval of Donations for Physical Activity Incentives Approved the items that have been donated to Carroll County School District for the Health Physical Activities Incentives that Carrie Smith RN is beginning as presented.

6.P. Approval of the Donation for CCJP Youth Basketball Approved of the \$300.00 donation from Facilities Performance Group to the CCJP Youth Basketball as presented.

6.Q. Approval of the donation for the 4th Grade Boys Tournament Approved the donation of \$100.00 from Earl Floyd Ford to the 4th grade boys tournament as presented.

6.R. Approval of the CCMS Donation Approved the donation made to Carroll County Middle School for the Band General Fund in the amount of \$50.00 from Kathy Richards to be used for band supplies as presented.

6.S. Approval of Softball Scoreboard Donations for CCHS Approved the donations for the high school softball scoreboard from: Angela Franklin Insurance LLC for \$2,000.00, Kentucky Utilities for \$500.00, and Hawkins Family for \$1,500.00 as presented.

6.T. Approval of the Overnight Student Trip for FBLA Approved the Overnight Student Trip for FBLA, April 14-16, 2014. It is for the State FBLA Leadership Conference located at the Galt House with 31 students, 2 sponsors, and 1 additional chaperone as presented.

6.U. Approval of the Overnight Student Trip for FFA Approved the Student Overnight Trip for the FFA to attend the Envirothon Competition in Richmond Kentucky April 25-26 with 12 students and 2 faculty sponsors as presented.

6.V. Approval of donations for the CCHS Baseball Scoreboard Approved the Kentucky Utilities donation of \$4,435.39 for the CCHS Baseball Scoreboard as presented.

6.W. Approval of additional days for Allison Hughes Approved up to and including 40 additional days for Allison Hughes to work at Cartmell in small groups, providing additional academic support for specific classrooms as presented. This will be at a cost of approximately \$4,000.00 paid from district funds. This will free up our employees that are involved and have been selected to become certified Lindamood Bell coaches for other certified staff.

6.X. Approval of the Europe Trip Bid Approved the Europe Trip Bid and award the bid to Prometour as presented.

6.Y. Approval of the Certiport License Quote Approved an agreement with Certiport for MOS Certification software for two (2) years at a total of \$10,078.00. The payments will be two (2) payments, the first in April 2014 and the second in August 2014. It will be paid for using the Perkins Grant for Carroll County High School as presented.

7. Communications To and From the Board

8. Champion For Kids Dr. James recognized, J.T. Shaw, his enthusiasm for the students of Carroll County is seen within him and everything he does for the students. JT is very passionate about the students of Carroll County. Dr. James recognized JT for his enthusiasm and leadership for the students of Carroll County.

9. Reports from Principals and Directors Gerda Wise (Winn); Doug Oak (Cartmell); Dana Oak (CCMS); Tom Stephens (CCHS); Ed Nelson (ALC); Bill Hogan (Asst. Supt./CAO); Pam Williams (Elem. Instr. Supv.); Kathy Bieger (Special Education); Larry Curell (DPP/COO); Dwayne Smith (Maintenance); Carl Roberts (Grant Writer/PR); Cindy Johann (Technology) were present and all reports are part of the official minutes. Carrie Smith, RN for the district was also present and discussed her initiative that she has started throughout the district for the students and the families of Carroll County.

10. Old Business None at this time

11. New Business

11.A. Approval of the First Reading of Policy 03.124 and 03.224

Order #60921 - Motion Passed: Mr. Conrad presented the policies 03.124 and 03.224 for the Affordable Care Act. The changes within the policies track eligible employees to see if they need to be offered health insurance. We also thought that putting it into policy would assist as well. Some districts have this in policy some within resolution, but we feel that we have more accountability with the policies. Approved the first reading of Policies 03.124 and 03.224 which is the Insurance policies for certified and classified with changes marked relating to the Affordable Care Act as presented. Passed 5-0 with a motion by Ms. Mary Ann Pearson and a second by Ms. Carolyn Jones.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes

Ms. Mary Ann Pearson Yes
Mr. Rob Spenneberg Yes

11.B. Discussion on the Carroll County Public Schools District Improvement Plan

2013-14 Mr. Hogan presented the District Improvement plan. The CDIP is on the website and if you would like a copy then one can be printed. Mr. Hogan highlighted certain areas but not all areas. Mr. Hogan stated that we have been working with Debbie Thompson from Oldham County to work with our elementary students for conceptual math to understand how math problems work and thoughts on how to get the students to the correct answer. The teachers have been working with Mrs. Thompson and we would like her to also work with the Middle and High School. We are also looking at close reading. Looking at the Common Core, we want students to understand about close reading and what the author is trying to tell you within the piece the student is reading. It's important to look at reading and understand the perspectives of different stories. We are also looking at PEBC Denver Thinking Strategies. We have different classes in the districts that are PEBC, and other teachers go into the classes to observe that teacher and give input. On April 19th there will be another day of observance. Leader in Me with Race To The Top, we are moving forward for the 7 Habits. Kathryn Winn and Cartmell have been trained and implemented the 7 habits this school year. The Middle and High School will be trained in July. Pimser will be coming back as well to work with the teachers as make-up professional development that was missed during snow days. Goal setting is another piece that is part of RTTT. The students will produce a portfolio to show progress with their learning and development. We have also hired Rachel Mefford as the Career Coach with the Race To The Top grant and she has done a phenomenal job with the students. We are also proceeding with the co-teaching with the regular and special education teachers.

11.C. Approval of Dr. James vacation days

Order #60922 - Motion Passed: Approved Dr. James vacation days for March 31, 2014 - April 4, 2014 as presented. Passed 5-0 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 Yes
Mr. Rob Spenneberg Yes

11.D. Approval for Reimbursement of Superintendent Dr. James' travel

Order #60923 - Motion Passed: Approved the reimbursement for Dr. James' travel expenses. The travel expenses are for: OVEC Board of Directors Meeting, 21st Century Classroom Environmental Settings for CCMS and KySTE Awards, OVEC YCC Grant/PGES Meeting, and OVEC Dale Winkler Career Academy Meeting for a total of \$143.03 as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mrs. Mona Kindoll.

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

12. Student Achievement

CCMS Showcase was presented first prior to the Superintendent's Report. Mrs. Oak introduced Mrs. Christy Jones, sponsoring the Technology Student Association club. The bird houses are part of the Thinkers and Shapers Math Club, and Mrs. Shively's NJH club painted the bird houses and those will be displayed at Fairview Living facility. Ms. Bowling is working with the students on the Play 60 club promoting health and fitness. The students at the middle school introduced the projects that they have been working on throughout the year. There were 4 sixth grade students that presented their projects. Our first group introduced the game that they created using a Microsoft application. The computer game had four different levels that also incorporated learning with math and engineering within the game. The students were also able to use their video game controllers to play the game as well. The next group discussed how they interviewed different engineers and how their website help give insight on the different engineering jobs out there. You can click on the different engineering levels and watch interviews with those people as well to obtain knowledge about that field. Mrs. Bowling introduced the Play 60 club. The play 60 campaign was set up by the NFL (National Football League) to get children moving for at least 60 minutes a day. There are ambassadors in the middle school to help promote students to move and get active and healthy. Prior to the meeting beginning the Carroll County Winter Guard preformed for the board members in the gymnasium as well.

13. Board Member Planning Calendar

April

1. School council budgets presented to the board for review
2. Review of Individuals with Disabilities Education Act, Part B, Basic and Early Childhood program
3. Review of Pre-school program for students with disabilities
4. Initial round of annual/scheduled school council progress reports
5. Approve certified evaluation plan
6. Review third nine-weeks snapshot

**April 24, 2014 Cartmell Elementary Showcase

We may need a special meeting after Spring Break

May

1. District professional development report
2. Review ESS Program
3. Community Discussion with students, board, legislators
4. Review and Revise student code of conduct
5. Approve DIP
6. Approve tentative working budget for next year (must be submitted by KDE by May 30)
7. Receive final round of annual/scheduled school council progress reports
8. Approve activity fund budgets

*Showcase of Kathryn Winn Primary on May 22, 2014

**Dr. James announced her retirement at the end of this contract school year June 30, 2014. Dr. James stated that it has been an honor to work in the Carroll County School District. Mrs. Kindoll stated that this is a great loss for the district, but we will continue to*

move forward and will find someone to continue the progress and it is with a heavy heart that we accept the resignation.

** Mr. Crawford, prior to leading into the Executive Session reminded the Board that with the resignation of Dr. James, he reminded the board of the process and the statues. KRS. 160.132, within 30 days a vacancy will occur at the end of June. We have to have a screening committee in place. We have to have 2 teachers (elected by the teachers), 1 board member (elected by the board members), 1 principal (elected by the principals), 1 parent (elected by the leader of the parent organization), and 1 classified employee (elected by classified employees of the district), 1 minority parent. We may want to have a person in place as a representative to gather the information for the screening committee to be formed within the next 30 days so that we have everything in place.*

14. Executive Session

14.A. Approval to enter Executive Session

Order #60924 - Motion Passed: In accordance with KRS 61.810(1)(c) and (f), I need a motion to go into executive session for discussions of litigation against the Carroll County School District and/or one or more of its employees and to have preliminary discussions for the Superintendent's annual evaluation at 5:32pm. Passed 5-0 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	Yes
Mr. Rob Spenneberg	Yes

14.B. Approval to Exit Executive Session and Resume meeting

Order #60925 - Motion Passed: Approved exiting executive session and resuming regular meeting at 6:21 pm. Passed 5-0 with a motion by Mrs. Drusilla Maiden and a second by Ms. Mary Ann Pearson.

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

15. Approval of the Superintendent's Evaluation

Order #60926 - Motion Passed: The overall evaluation for Dr. James was a 3.4. We are very fortunate to have Dr. James as the superintendent. She has been very involved within the community and also striving hard to get the Regional Academy moving forward for the students of the community and surrounding counties. Dr. James, we appreciate and thank you for all that you have done and do for the district. This was an excellent evaluation for you. Approved the Superintendent's evaluation as discussed and presented. Passed 5-0 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 Yes
Mr. Rob Spenneberg Yes

16. Adjournment

Order #60927 - Motion Passed: Approved adjourning the March 27, 2014 board meeting at 6:22 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. Carolyn Jones.

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

Chairperson

Secretary