

Board of Education Regular Meeting

June 19, 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

Ms. Mary Ann Pearson

Absent Board Members:

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 closing day and the five days of professional development prior to closing day. The five days of professional development consisted curriculum instructional assessment with the new standards and science standards. Everything went well during this time.
- The Carroll County Middle School is under way with construction and the basement is gutted. Since RossTarrant is present I will allow them to update you.
- 21st Century Learning Camp has been happened this week and then we will have three more weeks beginning July 7th –July 25th.
- Dr. James highlighted Gerda Wise as the Elementary Supervisor for the school district. Mrs. Wise thanked everyone for the opportunity and stated that she was sad to leave Winn but is excited about this new initiative.
- Dr. James discussed the STEM Bus route that is going on this summer. There has been great success with the STEM Bus this year.
- Mrs. Rachel Mefford was highlighted for her presentation as the College Career Readiness coach and Mr. Hogan was also sharing about Early College representing the school district and OVEC.

3. Approval of Agenda

Order #60964 - Motion Passed: Approved agenda items 1 - 15 and make a change to the agenda to remove item 15 Executive Session as presented. Passed 4-0 with a motion by Mrs. Drusilla Maiden 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	Absent

4. Treasurer's Report Mr. Conrad reported that the May 2014 general fund beginning balance was \$6,224,212.00 with the total receipts at \$1,211,222.00, the total expenditures were \$945,679, and we had an ending balance of \$6,492,755.00. All reports are part of the official minutes.

5. Consideration of appointment of Superintendent and approval of terms of a four year contract

Order #60965 - Motion Passed: I need a Motion to hire Mr. William Hogan as Superintendent of the Carroll County School District for a term of four (4) years beginning July 1, 2014, and to approve the terms of his contract of employment, a copy of which we are attaching to these Minutes, and to authorize me as Board Chair to sign said contract of employment on behalf of the Board of Education of Carroll County. 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	Yes
Mr. Rob Spenneberg	Absent

Mr. Hogan addressed the board and the audience. He took a moment to Thank the board for hiring him and entrusting him in this position. He acknowledged his parents and family. He also took a moment to present Dr. Lisa James with a Champion for Kids award.

6. Public Recognition None at this time

7. Approval of Consent Agenda

Order #60966 - Motion Passed: Approved consent agenda items 7A-7XX as presented. Passed 4-0 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	Absent

7.A. Approval of Minutes Approved the May 22, 2014 Board Minutes as presented.

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

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

7.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

No Longer Employees of the District

Megan Ruwe; Kindergarten Teacher, K Winn; 06/30/14
Amy Vance; 6th gr L/A Teacher; CCMS; 06/30/14
Lindsay Utley; 2nd gr teacher; K Winn; 06/30/14
Jaclyn MaGahan; 2nd gr Teacher; K Winn; 06/30/14
Darrell MaGahan; Teacher; K Winn; 06/30/14
Jessica Stephens; 7th gr L/A; CCMS; 06/30/14
Kent Sullivan; Migrant Advocate; District; 06/30/14
Jill Hamilton; 3rd gr teacher; Cartmell; 06/30/14
Judy Kemper; 3rd gr teacher; Cartmell; 06/30/14
Darrell Doerhoff; Art Teacher; CCMS; 06/30/14
Peggy Dickerson; YSC; District; 06/30/14
Monika Galve-Cases; Migrant Asst.; District; 06/30/14
Cindy Popp; Cook/Baker; Cartmell; 06/30/14

Transfers Within the District

Leave of Absence

Employees No Longer Auxiliary

7.E. Approval of the 21st Century Memorandum of Agreement Approved the 21st Century Memorandum of Agreement for the 2014-2015 school year in the amount of \$302,500.00 as presented.

7.F. Approval of the 2014-2015 Midway College agreement Approved the 2014-2015 Midway College agreement to accept student teaching placements and field placements as presented.

7.G. Approval of the 2014-2015 OVEC Consortium Agreement Approved the 2014-2015 Ohio Valley Educational Cooperative Consortium Membership renewal in the amount of \$9,131.00 as presented.

7.H. Approval of the 2014-2015 Community Based Work Transition Program application Approved the 2014-2015 Community Based Work Transition Program Application for a total budget amount of \$19,200.00 and the school estimated match funds will be \$4,800.00 as presented.

7.I. Approval of the 2014-2015 Activity and Fees for Carroll County High School Approved the 2014-2015 activity and fee schedules for the Carroll County High School as presented.

7.J. Approval of the 2014-2015 Employee Handbook, Substitute Teacher Handbook, and the Coaches Handbook Approved the 2014-2015 Employee Handbook, Substitute Teachers Handbook, and the Employee Handbooks as presented.

7.K. Approval of the Crime Fidelity Policy Approved the Crime Fidelity policy for 2014-2015 in the amount of \$455.00 as presented.

7.L. Approval of the Fidelity Bonds for the Finance Department Approved the Fidelity Bonds for the Finance department from July 1, 2014-June 30, 2015 as presented.

7.M. Approval of the 2014-2015 FPC Pest Control Agreement Approved the FPC Pest Control Agreement for July 1, 2014-June 30, 2015 in the amount of \$4,390.00 as presented.

7.N. Approval of the 2014-2015 FRYSC Memorandum of Agreement Approved the FRYSC 2014-2015 Memorandum of Agreement, in the amount of \$155,403.00, with \$77,701.50 for Youth Service Center and \$77,701.50 for Family Ties as presented.

7.O. Approval of the 2014-2015 Hands on Therapy Agreement and Speech Services Approved the 2014-2015 Hands on Therapy agreement with Carroll County Schools to begin June 19, 2014 and continue through the end of the 2014-2015 school year. In addition speech therapist will be added with this agreement at \$85.00 an hour unless the district is able to hire someone full time as presented.

7.P. Approval of the Math Consultant Contract for 2014-2015 Approved the contract for Mrs. Trudy Loudon for Math Instructional Consultant for 2014-2015 for 115 days during the school year at her daily wage of \$293.12 for a total of \$33,708.80 as presented.

7.Q. Approval of the 2014-2015 Memorandum of Agreement between Carroll County Schools and Jefferson Community Technical College Approved the 2014-2015 memorandum of agreement between Carroll County School District and Jefferson Community & Technical College to provide post-secondary educational services as presented.

7.R. Approval of the 2014-2015 Property Insurance Proposal Approved the 2014-2015 Property Insurance proposal for the Carroll County School District in the amount of \$134,414.00 as presented.

7.S. Approval of the 2014-2015 Stuecker & Associates Inc., agreement Approved the 2014-2015 Stuecker & Associates Inc., agreement for Employee Assistance Program from July 1, 2014-June 30, 2015 at \$2.34 per employee in the amount of \$9,436.00 as presented.

7.T. Approval of the 2014-2015 Three Rivers District Health Department Service Agreement Approved the 2014-2015 Three Rivers District Health Department Service Agreement for Carroll County School District effective July 1, 2014-June 30, 2015, total payments under the terms of the agreement shall not exceed \$1,000.00 as presented.

7.U. Approval of the 2014-2015 Worker's Comp Proposal Approved the Worker's Compensation proposal beginning July 1, 2014-June 30, 2015 in the amount of \$88,020.00 as presented.

7.V. Approval of Emergency Certification for Teachers for 2014-2015 Approved Emergency Certification of teachers for 2014-2015 as needed due to teaching outside their field as presented.

7.W. Approval of Emergency Certification for Substitute Teachers for 2014-2015 Approved the application for Emergency Certification of Substitute Teachers throughout the 2014-2015 school year as presented.

7.X. Approval of the Equipment Memorandum of Agreement between Carroll County Schools and JCTC Approved the Equipment Memorandum of Agreement between Carroll County School District and Jefferson Community & Technical College beginning May 20, 2015-June 30, 2015. The agreement will be reviewed in March to determine continuation of the terms and conditions of the agreement are still valid for both parties as presented.

7.Y. Approval of the CCHS Gym Painting Bid Approved the bid for the Carroll County High School Gym Painting project and award the bid to E.B. Miller in the amount of \$20,650.00 as presented.

7.Z. Approval of the CCHS Modular Fence Bid Approved the CCHS Modular Fence Bid and award the bid to Shuck Fence in the amount of \$3,852.00 as presented.

7.AA. Approval of the bid for the Conditioning Center Project Approved the bid for the Conditioning Center project and award the bid to Abel Construction in the amount of \$29,793.00 as presented.

7.BB. Approval of the Builders Risk Insurance Policy Approved the additional Builders Risk Insurance Policy for the CCMS Construction Project as presented.

7.CC. 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 May 2014 as presented.

7.DD. Approval of the Carroll County High School Donations Approved the Carroll County High School donations for the Honor Guard and Tennis Team; \$100.00 was donated to the Honor Guard, \$200.00 as donated to the Honor Guard, and \$300.00 was donated to the Tennis Team as presented.

7.EE. Approval of the Healthy Kids Grant Award Approved accepting the Healthy Kids Grant Award for Kathryn Winn, Cartmell, Carroll County Middle School, and Carroll County High School in the amount of \$1,000.00 for each school as presented.

7.FF. Approval of the Kathryn Winn Primary Fundraisers for 2014-2015 Approved the Kathryn Winn Primary Fundraisers for 2014-2015; Jump Rope for Heart, Kathryn Winn T-Shirts Fundraiser; and Fun Pasta Fundraiser for the Physical Education Department as presented.

7.GG. Approval of the Nutrition Statement of Authority Approved the Nutrition Statement of Authority to submit an application for the National School Lunch Program as presented.

7.HH. Approval of the Early Childhood Interagency Transition Agreement Approved the Early Childhood Interagency Transition agreement for children prenatal to six that will promote continuity of services through effective communication with families and partnering agencies for families in the OVEC Northern Kentucky as presented.

7.II. Approval for the Overnight Student Request for CCHS Approved the Overnight Student Request for the Carroll County High School Football team to attend an individual football camp at Eastern Kentucky Universities Campus in Richmond, Kentucky, June 15-17, 2014 and to attend a football camp at Happy Hills Church Camp August 4-6, 2014, in Carrollton, KY as presented.

7.JJ. Approval of the Overnight Student Trip Request for CCHS Volleyball Approved the Overnight Student Trip Request for the CCHS Volleyball team to attend the Bluegrass State Games in Lexington, Kentucky, August 1-3, 2014 as presented.

7.KK. Approval of the Overnight Student Trip Requests for the CCHS FFA Approved the Overnight Students Trip Requests for the CCHS FFA for the 2014-2015 school year: June 30, 2014-July 4, 2014 Kentucky FFA Leadership Training Center, Hardinsburg, KY; Holiday World, July 26, 2014 in Santa Clause, IN (Out of State but not overnight); Regional Officer Training September 5-6, 2014 in Hardinsburg, KY; National FFA Convention, October 29-31, 2014 Louisville, KY; and Murray State Horse Show, November 18-19, 2014 as presented

7.LL. Approval of the Right of Entry for AT&T Approved the Right of Entry agreement between AT&T and Carroll County Schools which will allow AT&T to dig and come into the building with Fiber Optic lines and ethernet cable as presented.

7.MM. Approval of the Lead Food Service Assistant Grade Change Approved the Lead Food Service Assistant (job class code 7232) grade change from a 3 to a 4 due to the additional responsibilities included and changed in the job description approved May 2014 as presented.

7.NN. Approval to Surplus Technology Items Approved the surplus of old non-working laptops, desktops, projectors, printers, and monitors which have been stripped of all parts that can be used for other items as presented.

7.OO. Approval to surplus the CCHS Lamination Machine Approved the surplus of the CCHS Lamination Machine. It is broken and has been continually worked on over the years. The asset tag is 10026 as presented.

7.PP. Approval to Surplus the CCHS FFA Hogs Approved the surplus of the two (2) Duroc hogs which have been housed on Earl Floyd's farm. The hogs have been on display at the Carroll County Fair this week and an offer of \$500.00 has been made by Michael Walls. If sold at auction in Sligo the pair would bring an estimated \$300. We are recommending the approval to surplus and sell the hogs to Michael Walls for \$500.00 as presented.

7.QQ. Approval to change clubs at CCMS Approved the change of the Technology Student Association Club and changing it to the Girls Excelling in Math and Science club as presented.

7.RR. Approval to change the 21st Century After School Programs Site Coordinator Positions Approved the change in the 21st Century After School Program site coordinator position at Kathryn Winn and Cartmell to extend from a 4 hour position to a 6 hour position. Each coordinator will work for their perspective buildings as Instructional Assistants for 2 hours a day instead of 4 hours a day. The cost of the change will be from 21st Century Grant at an estimated cost of \$9,276.00 plus benefits as presented.

7.SS. Approval for additional hours for Instructional Assistant Positions at Kathryn Winn and Cartmell Approved the additional hours lost with the change to the 21st Century Coordinators at Kathryn Winn and Cartmell positions be added to the 3 hour Instructional Assistant positions at each school. This will allow each school to have one 5 hour Instructional Assistant Position each at no additional cost to the district as presented.

7.TT. Approval to change the School Home Community Liaison (Youth Advocate) position and job description Approved the changing the School Home Community Liaison (Youth Advocate) position be for 183 days at 7 hours per day as there has been a change in the job description as well . This will result in reduction of salary and will save the Youth Services Funds approximately \$3,700.00 as presented.

7.UU. Approval of the 2014-2015 Bond of Depository Approved the 2014-2015 Bond of Depository as presented.

7.VV. Approval of the Contract between General Butler and Carroll County High School Approved the contract between General Butler and Carroll County Schools to use the conference center March 2, 2015 and March 3, 2015 at a cost of \$250.00 as presented.

7.WW. Approval of Donation for CCHS Teachers Approved the \$100.00 gift certificate donated from El Nopal for the CCHS Teachers to use during Professional Development school hours as presented.

7.XX. Approval of funds for Future Construction Use Approved committing \$2,500,000.00 for Future Construction Use as presented.

8. Communications To and From the Board None at this time

9. Champion For Kids Dr. James recognized Sergeant David Trimble with Kentucky State Police Department, for his service and support to the Carroll County School District. Dr. James also recognized Sheriff Jamie Kinman, for his support and service in promoting school safety. Sheriff Kinman, thank Dr. James for all that she has done for the school district. Dr. James also wanted to recognize Chief Mike Willhoite who could not be present because he was in training. Dr. James also recognized Jeff Root. Dr. James discussed his caring and passion that he has for the students of Carroll County Schools and how he has been a wonderful in implementing new programs and helping our students succeed.

10. 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 Education); Larry Curell (DPP/COO); Carl Roberts (Grant Writer/PR); Cindy Johann (Technology) were present and all reports are part of the official minutes.

Attendance for the school year went to Cartmell Elementary for 2013-2014.

11. Old Business

11.A. Discussion and Approval of the 2014-2015 School Calendar Discussed and approved the updated 2014-2015 school calendar to include no school on May 19, 2015 as this is a Primary Election Day as presented. Passed 4-0 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	Absent

12. New Business

12.A. Discussion and Approval of the Second Reading of the Draft Code of Conduct 2014-2015

Order #60968 - Motion Passed: Discussed and approved the second reading of the draft Code of Conduct for 2014-2015 as presented. Passed 4-0 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	Absent

12.B. Approval of the First Reading of the Policies and Procedures for 2014-2015

Order #60969 - Motion Passed: Discussed and approved the First Reading of the Policies and Procedures that have been updated for 2014-2015. Please note that Policy Competitive Foods and Vending Machines, Tobacco Use, and Academic Honors, Application/Contract and Procedure Competitive Foods has changed from the initial policy and procedures that were sent in the packet and these are separate with the latest KDE wording 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	Yes
Mr. Rob Spenneberg	Absent

12.C. Discussion and Approval of Change Order 1

Order #60970 - Motion Passed: Discussed and approved the change order #1 which is an emergency change order to expedite the completion of the demo work removing the gas and electrical conduit in the existing courtyard and not to exceed \$7,500 as presented. Passed 4-0 with a motion by Mrs. Drusilla Maiden 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	Absent

12.D. Approval of Dr. James' May mileage reimbursement

Order #60971 - Motion Passed: Approved the mileage reimbursement for Dr. James' travel in May, this was an oversight and was not placed on the May agenda like it should have been for approval, the travel for May is as follows: Superintendent Advisory Committee, OVEC Board of Directors, and Kenton County Regional School Meeting for an amount of \$122.26 as presented. Passed 4-0 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	Absent

12.E. Approval for Dr. James' June mileage reimbursement

Order #60972 - Motion Passed: Approved the mileage reimbursement for Dr. James' June travel for the following: Facilities Tour at Madison Consolidated and Switzerland County for Carroll County Schools Facility planning, OVEC Board of Directors, and Regional Collaborative Academy meeting in Frankfort and OVEC Meeting for an amount

of \$110.99 as presented. Passed 4-0 with a motion by Mrs. Mona Kindoll 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	Absent

12.F. Approval of the Joint Board Resolution for the Regional Collaborative Academy

Order #60973 - Motion Passed: Approved the joint board resolution for the Regional Collaborative Academy as presented. Passed 4-0 with a motion by Mrs. Drusilla Maiden 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	Absent

12.G. Discussion and Approval of the Bank Bids

Order #60974 - Motion Passed: Discussed and approved the bank bids and awarded the bid to US Bank as the primary depository per the bid 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	Yes
Mr. Rob Spenneberg	Absent

13. Student Achievement Mr. Hogan discussed the professional growth that the district held the last five days of school. The time was well spent and the teachers were engaged. We spent a lot of time on PGES discussing the student growth goals and enduring skills which are the two big sections that the teachers will need to focus on at the beginning of the school. We also discussed the Denver Thinking strategies. We want to get the work in and have the students branching out on how they learn. Some other items that we have going on, July 15th the Regional Career Academy Superintendents will meet to discuss a timeline and budget for the upcoming school year. CCHS and CCMS will be holding the Leader In Me training program with three days. Cartmell and Kathryn Winn will be holding training as well. July 18th, we will be meeting to discuss standards based grading and training our district in house. This will incorporate the Race To The Top grant.

14. Board Member Planning Calendar

July

Review Title I Report

Review Title IV Safe Schools Report

Approve Policy manual updates and revisions

Approve food service fee schedule

Mrs. Kindoll planned a working meeting on Tuesday July 1, 2014 at 5pm at the Board office Conference Room

August

Adoption of a working budget (must be submitted to KDE by Sept. 30)

Approve Annual Financial Report

Approve vehicle tax rate

Review NCLB Report

Approve Classified evaluation plan

Review DIP needs assessment

Review and discussion of College Feedback Report

Initiate the annual needs assessment process

15. Adjournment

Order #60975 - Motion Passed: Approved adjourning the June 19, 2014 board meeting at 5:45 p.m. Passed 4-0 with a motion by Mrs. Drusilla Maiden 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 Absent

Chairperson

Secretary