

## Board of Education Regular Meeting

May 25, 2017 5:00 PM

Carroll County Board of Education CCMS Health Room

### 1. Call to Order / Roll Call

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

##### Present Board Members:

Ms. Gwen Chapman

Mr. Corey Groseclose

Ms. Carolyn Jones

Ms. D'anne Smith

Mr. Rob Spenneberg

Bill Hogan, Superintendent; Doug Oak, Assistant Superintendent/CAO; Jon Conrad, Treasurer; and Tracie Crawford, Board Secretary are present.

### 2. Superintendent's Report

- Graduation is Sunday. I ask the board to be there by 1:30p and we will begin at 2:30p.
- KyCPE Level I recognition. June 9, 2017 is the recognition ceremony and we will be recognized for completing Level I.
- I want to take this moment and allow Wehr Constructors and Mr. Trier. The BG1 has been approved. Mr. Trier displayed a schematic design to show how the corridor would attach to the existing building. The roof will need to be completely done after looking at the wind damage that occurred during the last damaging storm. The shingles will be removed and a breathable layer will be placed and then the shingles on top of it so that it will last up to 30 years. The state has approved the architect agreement as well and we will be coming to you at the next meeting to approve the agreement along with the schematic design. The HVAC system to make sure that we have the most efficient design we will need to begin in March. However we would rather end school under construction than to try and begin construction and be under construction all year. This will cause little disruption.
- Tomorrow, May 26<sup>th</sup> will be closing day and we invite you to come, we will begin at 11:00a.
- In June, I will be using non-paid days at the end of June to go to my daughter's wedding. I wanted to let you know that I will be out of the district during this time.
- If you saw the paper this week, Mr. Roberts wrote an article about the five star rating about the Head Start/Early Head Start program. This is big news and everyone has worked hard to get this rating.
- Kathryn Winn also was awarded Lighthouse status which they have worked for about three years to receive. There was a celebration planned for today, however the rain would not hold off, so the celebration was conducted in the gym. Next year we will have the official banners and they will be going to Bowling Green to participate with the 300 nationwide that has received this status.

### 3. Approval of Agenda

**Order #61425 - Motion Passed:** I need a motion to approve agenda items 1 - 14 as presented. Passed 5-0 with a motion by Mr. Corey Groseclose and a second by Mr. Rob Spenneberg.

Ms. Gwen Chapman Yes

Mr. Corey Groseclose Yes

Ms. Carolyn Jones Yes

Ms. D'anne Smith     Yes  
Mr. Rob Spenneberg   Yes

**4. Treasurer's Report** Mr. Conrad reported that the April 2017 general fund beginning balance was \$4,429,362.00 with the total receipts at \$1,581,740.00, the total expenditures were \$1,162,121.00 and we had an ending balance of \$4,848,981.00. All reports are part of the official minutes.

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

**6. Approval of Consent Agenda**

**Order #61426 - Motion Passed:** I need a motion to approve consent agenda items 6A-6AA, and omit item 6L as presented. Passed 5-0 with a motion by Ms. Gwen Chapman and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman     Yes  
Mr. Corey Groseclose   Yes  
Ms. Carolyn Jones     Yes  
Ms. D'anne Smith     Yes  
Mr. Rob Spenneberg    Yes

**6.A. Approval of Minutes** Approved the April 27, 2017 Board Minutes as presented.

**6.B. Approval of Facilities Use**

**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

Sherry Smith; Cook/Baker CCHS; 04/28/2017

No Longer Employees of the District

Resigning:

Christina Coates; Bus Driver; 04/26/2017

Christian Mitchell; ELL Asst. KWinn; 04/26/2017

Nathan Davis; Bus Driver; 06/01/2017

Catherine Horner; Teacher CCHS; 06/30/2017

Andrea Carr; Teacher CCMS; 06/30/2017

Dwight Boles; Teacher CCHS; 06/30/2017

Carrie Boles; Teacher Cartmell; 06/30/2017

Brett Boles; Inst. Asst. KWinn; 06/30/2017

Retiring:

Lillie Evans; Cook/Baker Cartmell; 06/30/2017

Hellen Marie Satchwell; Teacher Cartmell; 06/30/2017

Transfers within the District  
None at this time

Leave of Absence  
None at this time

Employees No Longer Auxiliary  
Ashlea Ramsey; Cheerleading Coach CCMS

**6.E. Approval of the Community Based Work Transition Program Memorandum of Agreement** Approved the memorandum of agreement between Carroll County Schools and the Office of Vocational Rehabilitation Community Work Transition Program effective July 1, 2017-June 30, 2018 as presented.

**6.F. Approval of the Hands on Therapy Agreement** Approved the agreement between Carroll County Schools and Hands on Therapy to provide physical therapy, occupational therapy, and speech therapy services for students who require these services during the 2017-2018 year as presented.

**6.G. Approval of the Overnight Trip Bass Fishing** Approved the overnight trip for the bass fishing state tournament May 10-12, 2017 in Gilbertsville, KY as presented.

**6.H. Approval of the agreement with Jostens and Carroll County High School** Approved the agreement between Jostens and Carroll County High School for 2017-2018 for a total contract price of \$6,727.50 as presented.

**6.I. Approval of the 2017-2018 Classified Salary CL25** Approved the 2017-2018 Classified Salary Schedule for CL25 for Speech Language Pathologist as presented.

**6.J. Approval of the Attendance Bonus** Approved awarding one certified staff member and one classified staff member a \$500 check for perfect attendance. One classified staff member and one certified staff member will be drawn to win based on their perfect attendance as presented.

**6.K. Approval of the Achieve 3000 Quote** Approved the Achieve 3000 quote for the Carroll County Middle School beginning 08/01/17-06/30/18 for up to 500 students as presented.

~~**6.L. Approval of the agreement between Carroll County School District and Baptist Health Medical Group** Approved the agreement between Carroll County School District and the Baptist Health Medical Group to plan, organize, and coordinate the sports medicine program for all sports at school as presented.~~

**6.M. Approval of the Early Childhood Interagency Transition Agreement** Approved the agreement between Carroll County Public Schools, OVEC, and Northern Kentucky District (Point of Entry) for Kentucky's Early Intervention System which serves young children with disabilities and their families as presented.

**6.N. Approval of School Activity Funds** Approved the school activity funds for CCHS and Kathryn Winn Primary for FY 2017-2018 as presented.

**6.O. Approval of Revised Job Descriptions** Approved the revised job description for Coordinator II FRYSC, Speech Language Pathologist, and ELL Assistant.

7475 Coordinator II FRYSC- revision is to report to the Chief Operations Officer/DPP

7294 Speech Language Pathologist- revision Required ASHA instead of Preferred ASHA

7886 ELL Assistant- Revision Qualification removing preferably bi-lingual in Spanish/English

**6.P. Approval of ELL Assistant increased hours** Approved the increase of hours for the ELL Assistant, to increase the instructional assistant position from a five (5) hour day to seven (7) hour day as presented.

**6.Q. Approval of the Memorandum of Understanding between Carroll County Schools and Bellarmine** Approved the memorandum of understanding between Carroll County School

District and Bellarmine for the reading academy for teachers year 2, from June 12, 2017- May 15, 2018 for identified participants as presented.

**6.R. Approval of New Technology Position** Approved an additional technology position beginning July 1, 2017 at pay grade 5, based on one-to-one devices for Carroll County Middle School, running the phone system, intercom system, and district cameras along with support to iLead an additional staff position is requested as presented.

**6.S. Approval of a Family Service Worker for Carroll County Child Development Center** Approved hiring an additional Family Service Worker for the Carroll County Child Development Center because of the extended duration supplement grant, the job description is being revised to remove the need of CDL and transporting students and added managing/maintaining ERSEA policies, procedures, and ensuring performance standards are met as presented.

**6.T. Approval of the Carroll County Child Development Community Assessment** Approved the Carroll County Child Development Community Assessment for the Head Start Programs which is used creating the 2017-18 refunding application as presented.

**6.U. Approval of the Auditor Agreement** Approved the agreement between Carroll County Schools and Barnes Dennig & Co. Ltd. to provide a school district audit period ending June 30, 2017 as presented.

**6.V. Approval of the Carroll County Child Development Center carryover request** Approved the Carroll County Child Development Center carryover request from the 2016-17 program budget to the 2017-18 program budget to complete the construction of four additional classrooms to ensure compliance of Performance Standards that all Head Start children will attend full-day services as presented.

**6.W. Approval of the Carroll County Child Development Center carryover request for shade structure** Approved the Carroll County Child Development Center carryover request that would allow carry over funds to construct a shade structure for the Early Head Start playground as presented.

**6.X. Approval of Surplus Weight Room Items** Approved the surplus of weight room equipment, three items a smith machine, a seated lat pullover machine, and a powertec squat bench cage as presented.

**6.Y. Approval of a Second Certified Teacher position at the Alternative Learning Center** Approved a second certified teacher position at the Carroll County Alternative Learning Center which will take the position of the full time social worker that is currently housed there as presented.

**6.Z. Approval of Mid-day Bus Driver** Approved hiring a mid-day bus driver to transport during special circumstances to lessen current expenses of running these routes as presented.

**6.AA. Approval of Health Service Model** Approved a new health service model for the district that would require One District Health Coordinator and three LPN's in different schools which would be an approximate change to the budget of \$17,000.0 in the general fund as presented.

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

**8. Champion For Kids** None at this time

**9. Reports from Principals and Directors** Donna Monroe (Winn); Jonica Ray (Cartmell); Dana Oak (CCMS); Tom Stephens (CCHS); Amy Sutter (ALC); Doug Oak (Asst. Supt./CAO); Gerda Wise (Elem. Instr. Supv.); Mark Willhoite (DPP/COO); Kathy Bieger (Special Education); Carl Roberts (Grant Writer/PR); Cindy Johann (Technology) submitted reports which are part of the official minutes. Doug Oak, Gerda Wise, Kathy Bieger, Mark Willhoite, and Dana Oak were present. Mrs. Oak introduced Tonya Hash who discussed the band trip to Disney this year. She also had two students with her, Alana Brands and Johnica Spenneberg. Each student discussed what they learned while at Disney. Ms. Hash showed the video that was created to show the students in the studio recording their music and discussed how

everything came together in 3 hours. The main focus was to work with a Disney Musician at the park, learn how they go in and learn the music, and record it. The Disney musician was very pleased with the student and discussed on how wonderful and well behaved group that they have had in years. The students are 7<sup>th</sup>-12<sup>th</sup>, they had three hours to learn the music, and put it all together. It allowed the students to see that their love for music can take them into different directions. It was a wonderful experience for them all. This was Mrs. Gerda Wise's last board meeting, she thanked the staff, board members, and everyone that has supported her on this journey.

**10. Old Business** None at this time

**11. New Business**

**11.A. Approval of Assistant Superintendent Oak's Mileage**

**Order #61427 - Motion Passed:** I need a motion to approve the mileage for Doug Oak for the U of L Interviews in the amount of \$42.80 as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. D'anne Smith.

Ms. Gwen Chapman Yes  
Mr. Corey Groseclose Yes  
Ms. Carolyn Jones Yes  
Ms. D'anne Smith Yes  
Mr. Rob Spenneberg Yes

**11.B. Approval of Dell Laptop Lease**

*Mr. Hogan discussed that this is the year to update our laptops. Our Lenovo lease is up. Dell is the most efficient lease. Our 6<sup>th</sup> and 7<sup>th</sup> grade will have the Lenovo laptops and 8<sup>th</sup>-12<sup>th</sup> will receive the Dell Laptops. We did add teacher computers into the lease as well. We are looking into the iPad's and we may reimarge and send those to Cartmell.*

**Order #61428 - Motion Passed:** I need a motion to approve the three (3) year lease with Dell Financial Services to lease student and teacher laptop computers for a total of \$205,882.44 for three years as presented. Passed 5-0 with a motion by Ms. Gwen Chapman and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman Yes  
Mr. Corey Groseclose Yes  
Ms. Carolyn Jones Yes  
Ms. D'anne Smith Yes  
Mr. Rob Spenneberg Yes

**11.C. Approval of Tentative Budget FY 2018**

*Mr. Conrad discussed the Tentative Budget with the board. The tentative budget is the second part in approval for the working budget. We will use this as we prepare the working budget to send to KDE for approval in September.*

**Order #61429 - Motion Passed:** I need a motion to approve the Tentative Budget for the FY 2017-2018 as presented Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman Yes  
Mr. Corey Groseclose Yes  
Ms. Carolyn Jones Yes  
Ms. D'anne Smith Yes  
Mr. Rob Spenneberg Yes

#### **11.D. Approval to change the June Board Meeting**

*Mr. Hogan explained that when the board meeting calendar was created, he had thought that he would be here for the meeting in June however with the wedding he had looked at the dates wrong and to ensure that he was here for the board meeting, he asked that the meeting be changed to June 29, 2017.*

**Order #61430 - Motion Passed:** I need a motion to approve changing the June 22, 2017 board meeting to June 29, 2017 as presented. Passed 5-0 with a motion by Ms. D'anne Smith and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes

Mr. Corey Groseclose Yes

Ms. Carolyn Jones Yes

Ms. D'anne Smith Yes

Mr. Rob Spenneberg Yes

**12. Student Achievement** Mr. Roberts was asked to look at data that Mr. Hogan gave him. One of the main data resources that is used is KIP data. Mr. Hogan has talked to REACH to see how this data is collected. The data was initially started to look at substance abuse in pre-teen- teens. In 2016 or so KIP introduced social/emotional questions. Mr. Roberts discussed three of the questions that were asked of our 10<sup>th</sup> grade students and focused on those areas. How often do you feel hopeless, How often do you feel depressed, and How often do you feel worthless? There are a lot of discussion going around in surrounding districts as well that pertain to these questions because this leads to substance abuse as well so we are focusing to make sure that we are doing things for our students. Next year we have moved staff members into the middle school to give more social/emotional support in those areas as well as the high school to ensure that we are addressing these issues and supporting our students.

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

June

Review strategic plan update

Review District and school report cards

Review alternative school program

Review GED Program

Approve High School and Middle School Handbook Revisions

July

Review Title I Report

Review Title IV Safe Schools Report

Approve Policy manual updates and revisions

Approve food service fee schedule

## 14. Adjournment

**Order #61431 - Motion Passed:** I need a motion to approve adjourning the May 25, 2017 board meeting at 6:28 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman Yes

Mr. Corey Groseclose Yes

Ms. Carolyn Jones Yes

Ms. D'anne Smith Yes

Mr. Rob Spenneberg Yes

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Chairperson

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Secretary