

## **Board of Education Regular Meeting**

May 22, 2014 5:00 PM

Kathryn Winn Primary 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

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 with the board about the Regional Collaborative Academy. Mrs. Kindoll, Mrs. Jones, and Mr. Stephens along with Dr. James visited the Kenton County Regional Academy. The visit included a tour of the school and the students presented throughout the day. We have some of the same classes available in our district at this time, however the Kenton County Academy are on a higher level. We'd like to begin looking at how we can change our foundational classes that we have at this time and get them to a higher level. We will be having additional meetings with industry within the community. It is a golden triangle committee and we will be in discussions over the next few weeks. I have spoken with the industries as well and they will be participating as well.
- The rotary banquet was a huge success with over a million dollars given in scholarships.
- The Carroll County High School and Carroll County Middle School band concerts for the spring were a few weeks back and those two programs have grown over the past year and both did a wonderful job.
- I would also like to brag on Cartmell Elementary, the artist showcase was held and it was an exceptional program.
- The spring sport programs are doing great this year. The softball and baseball teams are in playoffs at this time. The baseball team had huge community support at the playoffs in Lexington the first weekend in May and the team did wonderfully and represented our school very well.
- The Local Planning Committee, Mr. Spenneberg is part of that committee, will continue to meet through June to further develop the next four years facilities plan. The next meeting we will have the survey assessment results from RossTarrant, to show the assessment of each building along with community feedback.
- The Middle School is beginning to move some dirt and insert the drainage. We will also begin drilling geo-thermal and I will talk to those around the school to let them know that there will be noise from the drilling, however it will only be during the day. There will be a big movement starting once school is out after June 2, 2014.

- I want to let the board and community to know that we have scheduled a school intruder simulation that is part of safe school. Part of this simulation will be part of the PD this summer that will include the four major schools and then once school begins we will work with the smaller schools. The simulation will be on June 5<sup>th</sup> and 6<sup>th</sup>. Detective Trimble will be leading the simulation.

### **3. Approval of Agenda**

**Order #60952 - Motion Passed:** Approved agenda items 1 - 14 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

**4. Treasurer's Report** Mr. Conrad reported that the April 2014 general fund beginning balance was \$\_\_\_\_\_ with the total receipts at \$\_\_\_\_\_, the total expenditures were \$\_\_\_\_\_, and we had an ending balance of \$\_\_\_\_\_. All reports are part of the official minutes.

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

### **6. Approval of Consent Agenda**

**Order #60953 - Motion Passed:** Approved consent agenda items 6A-6II as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg 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

**6.A. Approval of Minutes** Approved the April 15, 2014 SBDM Board Minutes, April 17, 2014 SBDM Board Minutes, April 24, 2014 Board Minutes, and the May 6, 2014 Working 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 Paragon Arts & Music Academy by Cindy Hedges to use the Carroll County High School Cafeteria on May 9, 2014, 5p-9p and May 10, 2014, 12p-6p for the purpose of dance rehearsal and dance recital 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**

#### **No Longer Employees of the District**

Robin Fremin; Preschool Teacher II; CCCDC; 06/30/2014

Janice Chilton; Director of Exceptional Children; District; 06/30/2014

Leslie Barber; English Teacher; CCHS; 06/30/2014

Stefan Galve-Cases; Spanish Teacher; CCHS; 06/30/2014

Trace Wortman; Instr. Asst.; K Winn; 06/30/2014

Christina Usleaman; Speech Lang Path Asst.; Cartmell; 06/30/2014

Walter Ed Nelson; Principal; ALC; 06/30/2014

Jeff Root; Teacher; District; 06/30/2014

Debbie Cull; Part time teacher; K Winn; 06/30/2014

Betty Stark; Part Time Teacher; K Winn; 06/30/2014

#### **Transfers Within the District**

None at this time

#### **Leave of Absence**

Tina Gividen; LOA: Sick Days/FMLA 05/01/2014-05/26/2014

Cindy Popp; LOA: Docked Days 01/27/2014-without pay until further notice

Susan Plander; LOA 02/04/2014-will not return for 2013-2014 school year

Laura Beth Willhoite; LOA 04/07/2014-06/07/2014 FMLA Medical

Frances Knox; LOA: 12/23/2013 until further notice-docked days

Darrell Doerhoff; LOA 04/28/2014-05/08/14 sick days, 05/09/14-05/12/14 personal, 05/13/14 docked days until further notice FMLA

#### **Employees No Longer Auxiliary**

**6.E. Approval to submit the Carl D. Perkins 2014-2015 Application** Approved the Carl D. Perkins Career & Technical Education Improvement Act Application for July 1, 2014-June 30, 2015 as presented.

**6.F. Approval of the Auditor Contract** Approved the contract between Carroll County Schools and Raisor, Zapp, & Woods, PSC to provide the school district audit for the period ending June 30, 2014 as presented.

**6.G. Approval for Carroll County Child Development Center Job Description changes** Approved the changes to the Carroll County Child Development Center job descriptions with class codes of 7350, 7351, and 7313. Head Start Act of 2008 mandates these credentialing requirements and the updated qualification are listed in bold and underlined on each job description. In the past, small programs with a limited pool of applicants have been granted a one-year waiver in order to have new staff trained. Effective this program year, OHS is no longer granting these qualification waivers as presented.

**6.H. Approval of the Elementary Instructional Supervisor revised job description** Approved the revised Elementary Instructional Supervisor job description to include line 33: serve as the Director of Early Learning Center as presented.

**6.I. Approval of the PIMSER District Training Contract** Approved the modified PIMSER District Training Contract for service dates June 3-4, 2014, to make up days missed because of inclement weather as presented.

**6.J. Approval of the Activity Fund Budgets for FY2014-2015** Approved the Activity Fund Budgets for the Fiscal Year 2014-2015 for Kathryn Winn Primary and Carroll County High School as presented.

**6.K. Approval of the FRYSC Contract for 2014** Approved the FRYSC contract for 2014 in the amount of \$153,640.00 for Carroll County as presented.

**6.L. Approval of the Memorandum of Agreement for Community Education** Approved the memorandum of agreement for the Community Education in the amount of \$20,000.00 as presented.

**6.M. Approval to accept the RC Durr Foundation Grant Award** Approved and accepted the RC Durr Foundation Grant in the amount of \$2,000.00 for Probeware and \$2,000.00 for graphing calculators as presented.

**6.N. Approval to submit the Ohio Valley United Charities Grant** Approved submitting the Ohio Valley United Charities Proposal for the Educational Excellence Foundation in the amount of \$7,500.00 as presented.

**6.O. Approval to submit the Bornlearning Grant** Approved submitting the Race To The Top bornlearning academy funding application as presented.

**6.P. Approval to change days and hours for Lead Food Service Assistant** Approved changing the Lead Food Service Assistant I (job class 7232) hours per day from eight (8) to seven (7) and the days per year from 240 to 220 days starting 2014-2015 as presented.

**6.Q. Approval of the Energy Manager Position** Approved extending a contract to the Energy Manager position for 2014-2015. Carroll County School District is responsible for 20% of the salary for this position. Kentucky Utilities will pay \$2,500.00 of the 20% and the district's estimated cost for the contract year is \$7,500.00 as presented.

**6.R. Approval of changes to the Health Service Director Position** Approved changing the Health Service Director position contract to increase the days from 187 to 197 for 2014-2015 at an estimated cost of \$4,496.54 as presented.

**6.S. Approval to changes for Licensed Nurse at Kathryn Winn** Approved changing the LPC Nurse at Kathryn Winn Primary from four (4) hours a day to seven (7) hours a day for 185 days for 2014-2015 at an estimated cost change of \$14,116.15 as presented.

**6.T. Approval of the revised District Health Coordinator job description** Approved the change to the revised District Health Coordinator job description changing the name to keep consistence and to add line 32 as presented.

**6.U. Approval of the revised District Health Nurse job description** Approved the revised District Health Nurse job description which include changing the title to District Health Nurse, the qualification change to state Minimum of: reports to the District Health Coordinator, and line 3 was edited to remove scoliosis, and to add line 15 as presented.

**6.V. Approval of the revised Health Service Assistant job description** Approved the Revised Health Service Assistant job description with the following changes: reports to the District Health Coordinator and Line 3 under performance duties, and to add line 8 as presented.

**6.W. Approval of the Lindamood Bell Proposal** Approved the Lindamood Bell proposal to include an on-site Project Leader throughout the school year and a second project leader for the first three months of the school year at a cost of

\$209,000.00 after a contribution of \$26,500.00 from Lindamood Bell as presented.

**6.X. Approval of the Memorandum of Understanding between KDE, LEAD Kentucky Participant and Participant School District** Approved the memorandum of understanding between the Kentucky Department of Education, LEAD Kentucky Participant, and the Participant's School District to establish LEAD-Kentucky, a research based professional development program to train and support highly effective educational leaders across all parts of the state to advance the pace of reform in Kentucky; Mrs. Kathy Bieger and Mrs. Jonica Ray will be a participant as presented.

**6.Y. Approval of Supplement for District Nurse** Approved a \$75.00 per day supplement to a district nurse when they accompany students on an overnight trip to provide health services as presented.

**6.Z. 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 April 2014 as presented.

**6.AA. Approval of the Time Warner Right of Entry Agreement** Approved the Right of Entry agreement for Time Warner Cable, Inc. which will allow Time Warner Cable to install the optic fiber needed for network access as presented.

**6.BB. Approval to renew Microsoft Licenses** Approved the renewal of Microsoft Licenses for 219 licenses at a cost of \$11,607.00 as presented.

**6.CC. Approval to bid Bank Services** Approved bidding out the 2014-2015 bank services as presented.

**6.DD. Approval of the CCHS Modular Plumbing Bid** Approved the CCHS Modular Plumbing bid and award the bid to Abel Construction in the amount of \$26,700.00 as presented.

**6.EE. Approval to Surplus Bus Garage Items** Approved the surplus of 14 brake drums, 1 bus bumper, and 8 wheels which needs to be taken to River Metal Recycling in Louisville from the bus garage as presented.

**6.FF. Approval to hire Summer Paint Crew** Approved hiring a maximum of ten painters in temporary positions to be used intermittently through the FY2015 as presented.

**6.GG. Approval to Reject and re-bid the Conditioning Center Project** Approved rejecting and re-bidding the Conditioning Center Project as the bid specs have changed as presented.

**6.HH. Approval of the CCHS Donation** Approved the donation made to the Carroll County High School Baseball team from Michael and Marcia Hill in the amount of \$200.00 to assist with expense for the State Tournament Trip as presented.

**6.II. Approval of a Shortened School Day** Approved shortened school days for student 1949351512 and 1949351496 as presented.

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

**8. Champion For Kids** Dr. James recognized Stefan Galve Cases and Monika Galve Cases. I wanted to recognize them for the work that they have done in Carroll County. They will be missed as they are leaving to return to their country at the close of school. I would also like to recognize Mrs. Brianna Miller. Brianna is one of our Special Education Teachers at the Carroll County High School, she has moved forward as a leader at the high school. She has been really enthusiastic with the students in trying to move the

students forward to make sure that our students are career ready. She has been working with the students during planning to make sure that these students are moving in the right direction and I would like to recognize her for being a motivational teachers.

**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); Lisa Gault (Food Service); Carl Roberts (Grant Writer/PR); Cindy Johann (Technology) were present and all reports are part of the official minutes.

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

### **11. New Business**

#### **11.A. Discussion and Approval First Reading of the Code of Conduct**

**Order #60954 - Motion Passed:** Approved the first reading of the 2014-2015 Code of Conduct as presented. Mr. Curell noted that all the changes were marked for viewing. He did state that the tobacco free policy is discussed to get the information out to everyone that July 1, 2015, Carroll County Schools will be tobacco free. 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

#### **11.B. Discussion and Approval of the Second Reading of Policy 08.2211 Academic Honors**

**Order #60955 - Motion Passed:** Discussed and approved to table the Second Reading of Policy 08.2211 Academic Honors as presented. Dru Maiden did ask about the Valedictorian/Salutatorian after the 2016 graduation. We will be looking to update this to make sure that this is clear. The board decided to table the policy and we will have a draft policy in place for a first reading in June. 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

#### **11.C. Approval of Tentative Budget FY 2015**

**Order #60956 - Motion Passed:** Approved the Tentative Budget for the FY 2014-2015 as presented. Mr. Conrad presented the tentative budget for the board members. 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

**12. Student Achievement** Mrs. Pam Williams presented to the board about how the district is working on preventing summer slide within our students. The students do great, however once they return from summer down time, the students lose and take steps back. We want students to be able to have material within the home when the students are out of school and have books to read. The students will receive packets to take home over the summer that have log books to log the minutes that they read daily. We want the students to log at least 20 minutes a day and 100 minutes a week. We want to promote the idea of reading with the students and get them motivated about reading. Books will be sent home with students K-5 and middle school students will be sent home with articles. There will be events held for the students on different dates in June, July, and the last event will happen in August once the students return from break. The PowerPoint is part of the official minutes.

**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 #60957 - Motion Passed:** Approved adjourning the May 22, 2014 board meeting at 5:55 p.m. Passed 5-0 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    Yes  
Mr. Rob Spenneberg      Yes

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Chairperson

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Secretary